



## **JOB DESCRIPTION**

**Job Title:** Director of Youth and Their Families

**Reports to:** Senior Pastor

**Supervises:** Youth Ministry Volunteers

**Status:** Full-time

### **JOB SUMMARY**

The Director of Youth and Their Families' role is to plan, develop, and supervise the Youth Ministry programs of Brownson Church. The Director of Youth and their Families will coordinate, maintain, and administer a balanced ministry with Middle School and High School youth, toward the goals of Christian discipleship and healthy personal and spiritual development. He/she will build authentic relationships with youth and their families, both in the church and the community, and will help youth and families know Christ through study, service, worship, and fellowship.

### **ESSENTIAL FUNCTIONS**

- Provide vision, mission, and strategic goals and objectives for youth ministry.
- Design a scope and sequence for discipleship and spiritual growth for 6-12 grades.
- Invite, train, and support adult volunteers for all aspects of youth ministry, which includes modeling effective teaching and leadership skills with youth and volunteer leaders, teachers, and mentors.
- Build authentic personal relationships with the youth and their families through involvement in youth activities at the church, and at home, school and throughout the community.
- Be a full ministry partner with Senior Pastor and other members of staff to bridge ministry between age groups K-5 to middle school, middle school to high school, high school graduation to college, etc.
- Provide weekly leadership in both middle and high school programs (Sunday School, Sunday night Youth Group, etc.), integrating recreation, Bible study, fellowship, and service as well as regular participation in worship.
- Develop leaders for youth group, mission trips, retreats, summer conferences, and any other youth activities and programs through training of volunteers.
- Help prepare and accompany youth to church sponsored activities beyond the premise of the local church including Montreat, retreats, mission trips, and conferences.
- Assist in developing budget requests and supervise the expenditure of budgeted funds for the youth ministry programs.

- Be responsible for publicizing youth activities by effectively communicating in a variety of ways to youth, families, and congregation.
- Participate in and support most major church-wide programs such as VBS, Church Family Retreats, Fellowship Night Gatherings, etc.
- The Director of Youth and Their Families will be an ex-officio member of the Christian Growth Ministry Team and shall work with the chairperson and other members in the execution of the committee's program responsibilities. The Ministry Team will support the Director of Youth and their Families in the performance of his/her duties.
- Plan and lead the confirmation process.

### **CORE COMPETENCIES:**

- **Creativity and Innovation:** Generates new ideas; makes new connections among existing ideas to create fresh approaches; takes acceptable risks in pursuit of innovation; learns from mistakes; has good judgment about which creative ideas and suggestions will work.
- **Compassion and Care:** Exudes a natural sense of care for the well-being of others; responds with empathy to the life circumstances of others; communicates a sense of support in his or her very presence; demonstrates appropriate and bounded expressions of care.
- **Interpersonal Skills:** Establishes good working relationships with all others who are relevant to the completion of work; works well with people at all levels of the congregation; builds appropriate rapport; considers the impact of his/her actions on others; uses diplomacy and tact; is approachable; avoids communication triangles.
- **Motivating Others:** Creates an energetic climate in which people want to do their best and fosters an environment others want to participate in; can motivate employees, volunteers, and members; empowers others; invites shared input and decision making; makes each individual feel that his/her work is important.
- **Spiritual Formation/Discipleship:** Demonstrates an understanding of spiritual formation/discipleship as journey or process; enthusiastically leads others on their spiritual journey; teaches a variety of spiritual practices to lead others in deepening and developing spirituality; creates teaching and small group environments that promote discipleship.
- **Leadership Development:** Encourages others to discover and engage their giftedness and skills in service to the larger community; calls out the best in others; supports others in the development of their skills and abilities; actively seeks to engage others more directly in the leadership life of the congregation; thinks strategically about the continual need for a next generation of leaders and works to build the leadership base.

- **Personal Resilience:** Can effectively cope with change and uncertainty; can shift gears comfortably; can decide and act without having the total picture; is not upset when things are up in the air; can comfortably handle risk and uncertainty; is flexible.
- **Hospitality/Accessibility:** Generates a sense of hospitality and/or accessibility by his/her very presence; communicates a sense of availability, warmth, openness, and approachability; fosters natural connections between members of the congregation and with visitors; supports a culture of welcoming and connection in the life of the congregation.