

Job Description – Hyde Park United Methodist

POSITION: Youth Ministries Coordinator
REPORTS TO: Director of Discipleship Ministries
STATUS: Full-Time Exempt

The Youth Ministries Coordinator works with the Director of Discipleship Ministries to coordinate the overall process by which we fulfill our mission of Making God's Love Real in the lives of youth (grades 6-12). The primary goals are to help our youth grow in belief and action as disciples of Christ where they will be *connected* into loving community, *transformed* to be more like Jesus, and *equipped* to teach others how to live life as God intends.

FOCUS:

1. Equip, lead and spiritually support laypersons to use their gifts in ministry with youth.
2. Create places where students feel welcome and loved by God.
3. Cultivate an environment where families are partners with our youth ministries.
4. Communicate effectively with students, families and volunteers that enhances their connection to God and this church.
5. Represent the Youth Ministries to the larger church in various ways.
6. Grow in knowledge and practice of youth ministry through continuing education.
7. Manage the overall framework for the students to grow in their love for God and others through the seven spiritual practices.

RESPONSIBILITIES:

Along with the Director of Discipleship:

1. Strategically design ministry programs and events in ways that incorporate *Giving, Reading Scripture, Invitation and Prayer*.
2. Develop and implement a plan to recruit, equip and support volunteers.
3. Identify new ways to be effective in all areas of ministries in person and online. Plan strategically for the future of these ministries through various phases. Manage the implementation of these strategies as needed.
4. Create and maintain sustainable systems to accomplish ministry goals.
5. Choose curriculum for weekly small groups, Bible studies and Confirmation.
6. Develop and implement an annual calendar that includes weekly programs, special events, mission trips, service projects and youth music.
7. Develop and maintain an annual budget.

Areas of Coordination

- **Small Groups** - Provide small group opportunities for youth where they can learn, ask questions, discuss with others and be challenged to live out their faith.
- **Serving** - Provide pathways for youth to serve across church ministries.
- Provide opportunities for youth to engage in mission projects and trips.
- Teach, nurture, and encourage youth as they listen for and answer God's call of discipleship on their lives as it relates to service and vocation.

- **Invitational Evangelism** - Develop a contagious, welcoming culture.
- Provide fun, low commitment, entry points to help youth take their first step.
- Communicate stories of transformation in the lives of youth, along with on-ramp opportunities both inside and outside of this church.
- **Worship** - Within the context of youth programs, provide opportunities for worship, which glorify God, celebrates our faith and meets youth where they are.
- Cultivate an awareness of and appreciation for worship as lived out at Hyde Park.
- Invite and encourage youth participation in weekly congregational worship services, and to serve in roles that support worship such as: youth choir, ushers, acolytes, readers, etc.
- **Care** - Connect with youth regularly, such as attending school events, sports, recitals, sending encouragement notes, etc.
- Work with the clergy to provide care for youth and persons related to youth ministries in times of need or crisis.

SUPERVISION EXPECTED:

- Reports to the Director of Discipleship and collaborates with the Discipleship Team.
- Biweekly check-in meetings with Director of Discipleship for guidance and support.
- Annual goals and quarterly benchmarks will be created *and evaluated*.

SUCCESS FACTORS:

- Interpersonal relationship skills with students, parents, volunteers, church members and fellow staff members.
- Ability to work toward and meet goals that are set with supervisor.
- Ability to implement annual plans and curriculum with students and volunteers.
- Growth in leadership and ability to plan for the future.

REQUIREMENTS:

Education/Training/Experience

1. A degree in Christian Education or in an area of study related to adolescent development *or* related experience.
2. Strong passion and experience in shepherding youth in their discipleship.
3. Training or experience in the equipping organizational model. Ability to be a “trainer of trainers,” who develops lay people to lead others.
4. Proficient in understanding and use of social media platforms.
5. Relevant experience in a large United Methodist church.

Personal Characteristics

1. A Christ-centered, biblically rooted, warm-hearted faith in Christ which expresses itself in a loving, joyful, healthy relationship with others and personal freedom in sharing his/her personal experience of Christ.
3. A commitment to the mission and vision of Hyde Park United Methodist.
4. A visionary person with the initiative to explore the most effective means by which the church’s mission can be fulfilled.

5. A team player who works well with other church staff members and who has proven effectiveness in working with volunteers.
6. Personal commitment to the spiritual heritage, doctrine and Social Principles of the United Methodist Church.
7. Evidence of Christian character lived-out through spiritual disciplines and participation in the life of the church.
8. A sense of humor and ability not to take yourself too seriously.
9. High energy level for the demands of a growing ministry.