



BLACK MOUNTAIN Presbyterian Church

Job Title: Youth Director, Part-Time

Organizational Unit: Black Mountain Presbyterian Church, PC(USA), Black Mountain, NC

Accountability: Associate Pastor for Faith Formation

Summary

The position of the 20 hour/week, part-time, Youth Director has the overall responsibility to plan, organize and implement youth programs and activities of the church for its youth in the sixth through twelfth grades. The Black Mountain Presbyterian Youth Director provides engaging, creative, and enjoyable faith-based learning and spiritual growth experiences for Jr. and Sr. High youth. This person is part of the church staff and is responsible for Sunday programs, small group development, plus annual specific youth activities (camps, conferences and mission trips). The Youth Director will collaborate with the Associate Pastor for Faith Formation, the Faith Formation Team, and volunteer youth leaders to engage the youth in worship, education, service and fellowship gatherings in the life and ministry of the church.

Duties and Responsibilities

- A. Plan, organize, direct and develop the youth ministry with the goal of engaging current youth and reaching out to and welcoming new youth.
- B. Lead Sunday (sometimes Wednesdays and other days) activities and/or worship with youth.
- C. Coordinate and develop small groups.
- D. Coordinate with Staff and the Faith Formation Team for special programs such as Advent and Christmas Events, Youth Sunday, Holy Week services, Confirmation Sunday, Fundraisers etc.
- E. Communicate, both written and verbal, through newsletter, email, social media, text messages, phone calls, etc. materials and upcoming events to parents, teachers, youth, staff, and teams and committees.
- F. Research and implement curriculum, resources, materials, and volunteers for youth.
- G. Arrange for appropriate leadership for programs when absent.
- H. Oversee, encourage and support youth attendance at worship and events.
- I. Provide ongoing spiritual guidance, leadership, development, and support to the youth and to adult volunteers.

Hours & Compensation

A typical week would be twenty hours including Jr. and Sr. High Fellowship and/or Worship attendance, youth activities, and service opportunities. A flex time approach to the work is essential as the hours vary greatly from week to week (with camps, conferences, mission trips, pastoral conversations, prep time and big events requiring significantly more hours in certain weeks.) These weeks will be offset with off-peak times when the hours will be less. The salary will be \$16-20/hr depending on qualifications and experience.

Accountabilities

A. To the Associate Pastor for Faith Formation and Outreach

1. Prepare annual goals and review progress on the goals with staff and the Associate Minister
2. Notify the Associate Minister in the event of illness, injury, or other absences
3. Maintain a log of time for youth activities for review with the Associate Minister

B. To the Faith Formation Team

1. Prepare annual goals and review progress on the goals with the Faith Formation Team
2. Prepare an annual report to the Congregation to present at the Annual Meeting
3. Evaluation of Performance - Be evaluated annually with a formal evaluation done by the Associate Minister, with input from the youth, parents, and Faith Formation Team.

Minimum Qualifications

The Youth Director needs to be grounded in love of youth faith formation and sense a calling to direct youth programs in a church and community context. It is expected that the youth director will be actively growing and maturing in their own faith and practice.

- Experience in education and youth related work. PCUSA preferred.
- Relationship builder with youth, volunteers and parents.
- Genuine desire to work with youth.
- Self-starter able to work with little or no supervision.
- Accountability and consistency in programming and scheduling.
- Excellent communication, organizational and collaboration skills.
- Enthusiasm and spiritual maturity.
- Prepare for events in a timely fashion.
- Relatable and accessible to youth and adults.
- Must complete BMPC Child Safety Training, Background Check, & tax forms.
- A college degree and two-five years of church youth ministry experience is preferred. Ordained pastors are invited to apply.

Core Competencies

Team Building

Coordinates plans and programs with other staff members and attends weekly staff meetings.

Attends meetings of the Faith Formation Committee

Creates strong morale and spirit in his/her team; shares wins and successes; defines success in terms of the whole team; creates a feeling of belonging and sense of pride in the team.

Spiritual Maturity

Is a spiritual leader for BMPC with a personal faith in Jesus Christ. Is well grounded in Reformed Theology and Presbyterian polity. Shows strong personal depth and spiritual grounding; demonstrates integrity by living the faith, nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.

Volunteer Management/ Motivating Others

Provides direction, gains commitment, facilitates change and achieves results through the efficient, creative and responsible deployment of volunteers; engages people in their areas of giftedness and passion. A good sense of humor is a plus. Creates a climate in which people want to do their best; can motivate volunteers and members; empowers others; makes each individual feel that his/her work is important.

Personal Resilience

Can effectively cope with change and uncertainty; can shift gears comfortably; can decide and act without having the total picture; isn't upset when things are up in the air; can comfortably handle risk and uncertainty; is flexible.

Verbal and Written Communication

Is able to deliver a message clearly and articulately in a variety of settings, in both spoken and written form; employs correct grammar, punctuation, and patterns of speech; clearly delivers a message in a tone appropriate to the situation at hand.

Personnel Processes and Contacts:

- The Hiring Team will consist of the Associate Pastor, Representatives of the Faith Formation team, and Personnel team.
- There will be an evaluation in 90 days from the date of hire which will end the probationary period.
- Employment requires approval by the Personnel team, a complete and satisfactory background check and acceptance of an official offer from the church.
- For more information about our church, please visit our website: bmpcnc.org
- Cover Letters and Resumes will be accepted until March 20, 2022.
- Contact the Reverend David Carter Florence david@bmpcnc.org to apply.