

POSITION DESCRIPTION

Job Title: Director of Youth and Young Adult Ministry
Reports to: Director of Christian Formation
Directly Supervises: Youth Ministry Intern
Status: Full-time
FLSA: Salaried, Exempt

JOB SUMMARY

The Director of Youth and Young Adult Ministry provides vision, oversight, and leadership to both ministry programs, which includes the spiritual growth and development of middle and high school students as well as young adults at FPC Greensboro. The Director works collaboratively with the Youth and Adult Sessional Committees, Ministry interns, Christian Formation staff, and other church staff and ministries.

ESSENTIAL FUNCTIONS

Using best practices for ministry, the Director works alongside the Committees and staff to:

- Provide vision, mission, and strategic goals and objectives for youth and young adult ministry while building a solid foundation and infrastructure.
- Maintain vision, goals, and programs through consistent and varied communication with youth, parents, young adults, leaders and congregation.
- Design and implement a scope and sequence for discipleship and spiritual growth for teens, college students and young adults in conjunction with Christian Formation.
- Invite, train, and resource adult volunteers for all aspects of youth and young adult ministry, which includes modeling effective and engaging teaching and leadership skills.
- Build personal relationships with youth and young adults through one-on-one visits, small groups, retreats, fellowship and service opportunities, etc.
- Coordinate all summer youth and young adult ministry and programming i.e., local, and international mission trips, Montreat conferences, etc.
- Oversee the Confirmation process and other milestones in the Faith programs in collaboration with the Youth Committee.

OTHER RESPONSIBILITIES

- Participate in weekly program and departmental staff meetings as well as full staff meetings.
- Staff resource to Youth and Young Adult Committee.
- Participate in UKirk Greensboro and Salem Presbytery as time permits

EDUCATION, EXPERIENCE, QUALIFICATIONS

- BA/BS or MA in Christian Education, Youth Ministry, Secondary Education, or related field or MDiv. with focus or interest in Christian Education/ Formation
- Five or more years of experience working with youth and young adults in a church or ministry setting.
- PC (USA) Reformed theology: knowledgeable and affirming of PC (USA) government and have basic understanding and commitment to Reformed theology and tradition
- Person of deep and vibrant Christian faith with a passion and commitment to youth, college and young adults and their spiritual growth

CORE COMPETENCIES

- Manage vision and purpose
- Strategic planning and management
- Teambuilding/leadership development
- Delegation
- Spiritual maturity
- Teaching and Leading Adolescents and Young Adults
- Biblical Background and Knowledge
- Compassion and Care
- Hospitality and Accessibility
- Spiritual Formation and Discipleship

KEY INTERACTIONS FOR THIS ROLE (high, medium, low):

- **FPC Staff:** Director of Christian Formation: *High*, Youth Ministry Interns: *High*, Director for Children's Ministry: *Medium*, Communication Staff: *Medium*, Senior Pastor: *Medium*, Associate Pastor for Congregational Care: *Medium*, Executive Pastor and Outreach Ministry: *Medium*, Director of Finance and Operations: *Low*
- **FPC Members:** Parents of youth: *High*, Youth: *High*, Youth Leaders: *High*
- **Committees/Ministry teams:** Youth Committee: *High*, Adult Formation Committee: *High*, Session: *Medium*, Outreach: *Low*, Worship Committee: *Low*

PHYSICAL REQUIREMENTS

While performing duties of this job, the employee is occasionally required to: stand, sit, use moderate hand and finger dexterity, reach with hands and arms, climb or balance, run, stoop, kneel, crouch, or crawl, and talk, see, and hear for extended periods of time. The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include long/short distance vision and/or vision appropriate for operating motor vehicles.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: It is not intended that this position description include all details of the functions inherent in this position, nor does it give exclusive title to every function described. The position incumbent will perform other duties as required or directed or as warranted by emergency circumstances.

I acknowledge that I have read and understand the above job description in its entirety and am capable of performing all of the stated requirements.

Signature of Employee: _____ Date: _____

Signature of Supervisor: _____ Date: _____