

# **Director of Youth and Young Adult Ministries**

## **Position Description**

First Presbyterian Church, Moorestown, NJ

**Church Vision:** We aspire to be beacons of God’s love and truth, growing together in faith and relationship with Jesus Christ.

**Position Overview:** The Director of Youth and Young Adult Ministries leads and nurtures vibrant, Christ-centered ministries for 7<sup>th</sup> grade through post-college-age individuals within the church and broader community.

**Accountability:** Reports to the Associate Pastor, works closely with the Discipling Children and Youth committee.

### **Key Responsibilities:**

#### **1. Relationship Building**

- a) Cultivate meaningful, authentic relationships with youth and their families within the church and local community.
- b) Serve as a trusted spiritual mentor and role model, promoting spiritual formation, biblical literacy, and active participation in the life of the church.
- c) Maintain connections with young adults who are away at college or entering early adulthood, encouraging continued engagement with the congregation.

#### **2. Program Development and Leadership**

- a) Design, coordinate, and lead dynamic, age-appropriate ministry programs that foster faith development and community among youth and young adults.
- b) Oversee and facilitate:
  - i) Weekly youth group meetings (Wednesday and Sunday evenings)
  - ii) Sunday School classes for middle and high school students
  - iii) CREDO (confirmation program for high schoolers)
  - iv) Annual youth retreats and mission / service projects
  - v) Post-high school programs such as Bible studies and fellowship gatherings.

#### **3. Team Collaboration**

- a) Work collaboratively with church staff and the Discipling Children and Youth Committee to align youth ministry with the overall mission and vision of the church.
- b) Partner with the Director of Children and Family Ministries to support family ministry and ensure smooth transitions from elementary to middle school.
- c) Coordinate youth participation in congregational life and major church events.
- d) Support and engage in “all-church” initiatives such as Vacation Bible School and Church Has Left the Building.

#### **4. Volunteer Recruitment and Management**

- a) Recruit, equip, and support a team of volunteers to serve in youth ministry roles.
- b) Ensure all volunteers adhere to church safety and child protection policies.
- c) Provide ongoing training, encouragement and recognition for volunteer leaders.

#### **5. Communication and Technology**

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- a) Maintain regular communication with youth, parents, and volunteers through email, social media, and other platforms.
- b) Use digital tools to enhance engagement and track program participation.

### 6. Administrative and Budget Oversight

- a) Manage the youth ministry budget responsibly, including tracking expenses and submitting timely reports.
- b) Coordinate calendar of events in collaboration with church staff to avoid scheduling conflicts and maximize participation.

### Qualifications:

- Mature personal Christian faith and willingness to affirm the teachings of the Presbyterian Church (USA)
- Youth ministry experience preferred
- College degree preferred, but not required

**Work Schedule:** Full time, including Sunday mornings; Wednesday and Sunday evenings. Other days/times depend on youth programming and congregational activities.

**Compensation and Benefits:** We offer a competitive compensation and benefits package including health insurance, paid time off, retirement contributions, and support for professional expenses.

First Presbyterian Church of Moorestown is an **Equal Opportunity Employer** and does not discriminate based on race, color, national origin, sex, age, disability, or other legally protected status in accordance with applicable laws, while maintaining its rights under religious exemptions.

Employment Status: Full time, exempt

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