**Great Bridge Presbyterian Church**

*Sharing Christ’s Love - Equipping God’s People*

**Position Description - Director of Youth Ministry**

Updated by P&A July 29, 2024

**Purpose**

To further GBPC’s mission by providing a Bible-based youth discipleship program that exposes Middle and High School youth to the unconditional love and saving grace of Jesus Christ.

**Accountability**

* The Director of Youth Ministry is employed by, and accountable to, the Session of Great Bridge Presbyterian Church.
* The Director of Youth Ministry is a member of GBPC Staff and reports to the Head of Staff (Pastor).
* The Director of Youth Ministry is an ex-officio member of the Youth Ministry Committee.

**Qualifications and Expectations**

* Enthusiasm and passion for Jesus Christ with a servant’s heart.
* Fervor for youth and family ministry.
* Organized and proactive self-starter who works well in a team setting as both leader and participant.
* Excellent oral and written communication skills with the ability to utilize multiple applications with   youth, parents, staff, congregation, Session and the Youth Committee.
* Prior experience (2 years minimum) working with youth.
* Presbyterian (PCUSA) or other Reformed tradition preferred.
* CDL Driver’s License with passenger endorsement preferred.
* Bachelor's degree in Youth Ministry or Christian Education preferred.

**Responsibilities**

* Support, nurture, and provide spiritual guidance for middle and high school youth (grades 6-12).
* Provide a Bible-based youth discipleship program that exposes the youth to the unconditional love and saving grace of Jesus Christ.
* Plan and organize youth events focusing on relationship building, faith development, and service and mission
* Encourage youth to claim ownership of their faith to foster a deepening relationship with Jesus.
* Build personal relationships with GBPC youth and their peers in the community.
* Assist in building a Youth Committee and recruit adult volunteers to help with the youth program.
* Collaborate with the Pastor, Youth Elder, and Youth Committee to enhance youth ministry at GBPC.
* Collaborate with the Youth Elder to develop an annual Youth Ministry budget proposal.
* Create a flexible schedule based on the needs of the youth, their families and youth ministry committee.
* Assist in worship activities and coordinate with the Pastor and Director of Worship and Music.
* Provide confirmation classes to age-appropriate youth to allow them to further understand their relationship with Jesus within the church, community, presbytery and beyond.
* Continue his or her own personal growth by attending Youth Leader Conferences as well as seminars for assisting in worship professional growth.
* Foster ecumenical and presbytery-wide connections by partnering with area churches (PCUSA and other Reformed denominations) in periodic youth activities.
* Attend and participate with the Staff as a cohesive core to provide continuity throughout GBPC ministry.
* Ensure background checks are conducted for all volunteers before they begin interacting with youth.

**Work Schedule, Compensation and Performance Review**

* This is a twenty hour per week, part-time salaried, with no additional benefits. This position is Fair Labor Standards Act exempt.
* After six months of employment, this position is eligible for 1 week of paid time off per year, approved by the Head of Staff.
* The GBPC Session will provide funding for professional & continuing education of the Director of Youth Ministry.
* After six months of employment, this position is eligible for one week of Study Leave per year, approved by the Personnel & Administration Committee.
* The Pastor, Youth Elder, and a member of the Personnel & Administration Committee will review the work and ministry of the Director of Youth Ministry six months after hire date, and annually thereafter.
* The Personnel & Administration Committee will recommend the Director of Youth Ministry annual salary to the Session each year during budget formulation.