

**Position Title:** Youth Ministry Director

**Position Specifics:** Part Time (20 hours per week)

**Qualifications:**

- A. Christian background with a passion for youth ministry
- B. High School graduate or equivalent
- C. Membership at Oxford UMC or willingness to become an Oxford member
- D. Knowledge of youth and youth culture to include ability to reach and include diverse populations of students
- E. Quality written, verbal and electronic communication skills with both youth and adults
- F. Ability to envision, plan, organize, delegate, and oversee functions and activities of the group and its volunteer leaders
- G. Ability to provide faith-based, biblically grounded counseling to youth, and adult volunteers
- H. Willingness to support other ministries of the church
- I. Must pass criminal background check

**Job Description:**

- A. Develop, coordinate, and oversee Christian education program for the youth, to include Bible study, recruitment and supervision of volunteer church members, seasonal and special events, and assistance with the confirmation process and program
- B. Lead children and youth in their Christian, spiritual, and social development
- C. Develop a strategic plan for the Youth Ministry that supports the Church's mission and vision
- D. Communicate current and future activities of the youth to the Staff, the Church Council, and to the congregation
- E. Participate in the preparation, development, and execution of the budget for the Youth Ministry program

**Responsibilities:**

- A. Coordinate and direct, with the church staff, the total Youth Ministry which may include, but not be limited to:
  - 1. Weekly youth fellowship meetings
  - 2. Special events (concerts, movies, other social events, etc.)
  - 3. Summer activities including social and fellowship events, mission/outreach programs, spiritual growth, mission trips, and assisting with Vacation Bible School
  - 4. Personal contact with as many 6<sup>th</sup>-12<sup>th</sup> graders as possible within the Oxford community on an annual basis
  - 5. Interest and participation in outside of the church activities of the youth whenever possible
  - 6. Development of youth leadership
  - 7. Fundraising opportunities (to include planning, development, organization, and coordination of such opportunities)
  - 8. Maintaining accurate financial records of the Youth Ministry program
  - 9. Providing counseling for youth, family, and others when needed.
- B. Meet directly with the Senior Pastor and Church Staff for direction and guidance in the performance of prescribed duties

C. Will be accountable to the SPRC for the satisfactory fulfillment of all responsibilities

**Compensation:**

A. Will earn a salary commensurate with experience and training

B. Eligibility for annual continuing education will be in accordance with Church and Conference policies

C. Will receive compensation for the use and operation of his/her personal vehicle, **when required**, on church related activities

D. Paid vacations will be awarded in keeping with Church and Conference policies