

Job Description **Director of Youth Ministries**

Reports to: Associate Pastor

Status: Part Time, ~10 hrs/week (seasonal)

Location: Lenexa, KS (hybrid remote)

Directly Supervises: None

FLSA: Non-Exempt

Schedule: Sundays; flexible schedule M-F;
some evenings

Mission Statement:

The mission of St. Paul's UMC is to LOVE God and all others unconditionally, SEEK answers to our questions, and SERVE God by serving others.

Welcome Statement:

We, the people of St. Paul's United Methodist Church, believe that God's love is expansive and unconditional and that, through Christ, God calls us to love one another as God loves us. We welcome all people, regardless of gender, race, age, cultural or religious heritage, ethnic background, sexual orientation, gender identity, gender expression, economic circumstances, family configuration, or difference of ability. We celebrate the worth, dignity, and gifts of every person as a child of God.

Statement of Equal Opportunity and Nondiscrimination:

St. Paul's UMC is committed to equal opportunity and nondiscrimination in all employment, programs, and services, and does not discriminate on the basis of race/ethnicity, color, religion, sex, marital status, national origin, ancestry, age, sexual orientation, disability or veteran status.

Job Summary

The Director of Youth Ministries will organize and lead a comprehensive and inclusive ministry for St. Paul's community members between the 7th and 12th grade levels.

Essential Functions

- Build and maintain relationships with all youth in the St. Paul's community, providing mentorship that prioritizes the discipleship pathway and builds their leadership skills.
- Design Youth Ministry events that maintain an inclusive, fun, and safe environment modeling the St. Paul's welcome statement.
- Lead a weekly gathering with youth to include learning experiences, discussion groups, social events, and service projects.
- Plan and lead a week-long out of town trip in the summer, including service and learning objectives.

Tasks and Responsibilities

- Maintain a consistent presence at Sunday worship to connect with youth, parents, caregivers, and the congregation.
- Recruit and train volunteers to support the program, overseeing compliance with Safe Gatherings policies.
- Participate in regular staff coordination and supervisor meetings.
- Communicate the concerns and interests of the youth to the chairs of the church ministry councils (Love, Seek, and Serve) and the Church Council.
- Communicate with other youth leaders in the community and United Methodist connection
- Work with a Finance Committee liaison to estimate budget needs for Youth Ministries (including summer trip), coordinate fundraising events, and manage the allocated budget accordingly.
- Work with the Communication Director to ensure effective communication with youth, parents, staff, and church lay leadership, utilizing a variety of resources to reach disparate audiences.
- Assist the Senior Pastor in preparing for Confirmation.

Minimum Qualifications

- One or more of the following:
 - Baccalaureate degree (B.A. or B.S) in theology, religious studies, secondary education, or related disciplines from an accredited institution
 - One year of experience successfully performing relevant work as described in the essential functions.
 - Combination of education and experience relevant to the above (e.g., students pursuing a degree, especially seminary students)
- Ability to obtain approval from Safe Gatherings through the Great Plains UMC Conference for workers with children, youth and/or developmentally disabled adults.

Desired Qualifications and Characteristics

- Familiarity with Wesleyan theology and basic United Methodist doctrine
- Commitment to modeling a life of faith and supporting others on the journey of faith formation
- Creative and enthusiastic interpersonal and communication skills
- Passion for connecting with youth from diverse backgrounds and building a community
- Group leadership and facilitation skills
- Program leadership and planning skills
- First Aid and CPR certifications

Core Staff Competencies:

- **Mission Ownership:** Understanding and full support of the mission, welcome statement, values, and beliefs of St. Paul's United Methodist Church.
- **Emotional Maturity:** Modeling servant leadership. Acceptance of people at all stages of their faith journeys. Teaching and learning from others.
- **Interpersonal Skills:** Giving and receiving constructive feedback. Productive engagement and resolution of interpersonal conflict. Positive interpersonal engagement with a demeanor of optimism and respect.
- **Team Building Skills:** Collaboration as a member of a professional staff. Exhibiting the skills of active listening. Participation in the maintenance of a trusting and supportive environment.

This job description is intended to convey information essential to understanding the scope of the position and is not an exhaustive list of duties, responsibilities, or working conditions associated with it.