

## **Sardis Presbyterian Church Position Description**

**Position:** Interim Director of Youth Ministry

**Reports to:** Associate Pastor for Families

**Classification:** Temporary, Full-Time, Salaried, Exempt

### **Position Overview:**

The Interim Director of Youth Ministry is accountable to the Session through the Personnel Ministry and supervised by the Associate Pastor for Families. This position will serve the church by ministering to all middle and high school students (grades 6 – 12), and their families at Sardis Presbyterian Church to nurture them in their journey of discipleship. Through building relationships with youth, their families, and the community, the Director serves as administrator, friend, role model, teacher, and enabler in this ministry and the surrounding community.

### **Qualifications:**

- Bachelors Degree
- Experience in youth ministry
- Passion for middle and high school youth
- Organized, self motivated, positive attitude
- Strong interpersonal and written communication skills

### **Essential Functions:**

- Develop faith sharing and faith building relationships with youth and their families
- Provide spiritual leadership for youth and their families, nurturing faith development and offering ways to respond to the love of Christ both in the congregation and the community.
- Lead and organize an effective and engaging youth program that attracts kids and their families and provides fun and meaningful opportunities for youth to connect with God, and and grow together through Bible study, service and fellowship.
- Promote an environment where youth feel connected to each other as well as to the church family
- Assist in recruiting, training, and nurturing youth advisers and other volunteers to support and assist in leadership and programming of Youth Ministry.
- Communicate and brainstorm with the Youth Ministry committee so they may provide effective oversight and feedback for the youth program.
- Plan and manage expenses within the budget for Youth Ministry.
- Assist in developing a calendar that will accomplish the mission and vision of youth ministry as well as complement the mission and vision of Sardis.
- Engage relationally with youth and implement a communication strategy for the youth program that, at a minimum includes weekly communications with youth, parents, and advisers.
- Communicate with the congregation regarding what is happening in the youth ministry to help connect with the congregation.

- Build relationships with youth and their families through connecting with them through regular programming and supporting them in their activities outside the church.
- Provide pastoral care to youth and families in need of care, and coordinate this care with pastoral staff.

**Other Functions:**

- Serve as staff representative to Youth Ministry and other ministries as needed
- Attend staff meetings, Session meetings, and other meetings as needed.
- Cooperate with the Associate Pastor for Families by performing other duties when requested