



Job Description: Youth Minister

JOB TITLE: Youth Minister

DEPARTMENT: Youth

FLSA STATUS: Non-Exempt

FULL-TIME OR PART-TIME: Part-Time

General Summary:

- Seeking high-integrity leader with a deep-seated faith in Christ and a proven ability to engage youth and cultivate their spiritual growth
- Serve as Youth Advocate and positive role model
- Coordinate and lead Christian activities with messaging consistent with Wylie United Methodist Church for 7-12th grade including, but not limited to:
 - Bible Studies
 - Social events
 - Mission trips
 - Sunday School
 - Sunday evening programs
- Must be skilled in digital communications
- Responsible for recruiting and coordinating volunteers

Essential Job Functions:

- Plan and direct youth in the implementation of events including: Sunday Evening programs, Sunday School, Mission Experiences, Youth led worship services, retreats, and recreational and social gatherings
- Develop and implement a plan for spiritual growth of youth including age and interest related Bible studies, and Sunday School. Help youth develop a personal connection to scripture as a foundation for their beliefs and practice.
- Provide consistent programming on Sunday mornings and evenings
- Plan and coordinate youth fund raising events
- Be involved in the daily lives of youth outside of church activities including but not limited to school activities
- Recruit, train, guide and support the adult volunteers to the youth. Ensure that all classes and volunteers have curriculum and supplies.
- Create and maintain a welcoming atmosphere for visitors, members and staff
- Develop long-term plan for evangelism and outreach for the youth beyond the church family
- Train and supervise youth for leadership roles within the youth group and the church
- Prepare reports for various church committees or congregational groups
- Communicate with youth and families through social media to promote weekly events
- Create monthly event calendar
- Create and submit youth event information to be included in church communication, such as weekly emails and monthly newsletter

- Provide responsible oversight of youth ministry finances through careful budget management and timely, accurate submission of expense reports.

Minimal Job Requirements:

- Outstanding organizational and time management skills
- A proactive approach to problem-solving with strong decision-making skills
- Professional level verbal and written communications skills
- Ability to work effectively with minimal supervision
- Strong interpersonal skills
- Exceptional attention to detail

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This description is subject to modification as the needs and requirements of the position change.

Physical Requirements:

Low: Exerting up to 20 pounds occasionally, 10 pounds frequently, or negligible amounts constantly or requires walking or standing to a significant degree

Education Requirements:

- Bachelor's degree in Youth Ministry preferred, but not required
- Three to five years of pertinent, Youth Ministry experience