



## Youth Centers Director

### Job Description

|                     |                                |                      |                         |
|---------------------|--------------------------------|----------------------|-------------------------|
| <b>Job Title</b>    | Youth Centers Director         | <b>Location</b>      | Quad Cities, IL/IA      |
| <b>Salary Range</b> | \$40K-\$50K + Benefits Package | <b>Position Type</b> | Salaried                |
| <b>Department</b>   | Youth Centers                  | <b>Hours</b>         | Full Time<br>(40+/week) |
| <b>Reports To</b>   | Executive Director             | <b>Date Posted</b>   | August 2026             |

The Youth Center Director primary responsibility is the development and implementation of a holistic and excellent ministry for low-income children, youth, and families at YouthHope's Youth Centers, in partnership with Outreach and Camp under the supervision of the Executive Director.

This position will be leading growth in the YouthHope organization and in the Youth Center Stream of Ministry within YouthHope. The person needs to have experience leading teams of 20 or more people and creating a culture of zeal for "passionately and persistently pursuing at-risk kids and teens through authentic relationships to lead them to Hope in Jesus Christ."

#### Primary Responsibilities:

- Lead the Youth Centers in a way honorable to God, with excellence and unity.
- Be responsible for the operation of the current three Youth Centers and growth as more come online.
- Develop Holistic Programs and curriculum and events for the Centers, to include meeting the spiritual, physical, emotional, educational, and vocational needs of low-income and at-risk youth.
- Supervise Directors of Children, Youth, Launch, and CRE8 Studios (Cre8 Studios is a hybrid between Centers and Outreach).
- Minister to and regularly share the Gospel message with youth.
- Reports to YouthHope's Executive Director and contributes in other ways as assigned.

#### Position Duties:

- Plan and direct all programs and functions of the YouthHope Youth Centers ministering to the spiritual, physical, educational, emotional, and vocational needs of all children and youth.
- Engineer systems of team work, programming, and operations to create unified excellence across all Youth Centers and manage the implementation, management, and accountability of these systems for the advancement of ministry.
- Develop clear goals, metrics, and direction for all functions of the Youth Centers. Implement a system of metrics for each of the five missional initiatives: spiritual, physical, emotional, educational, and vocational needs.
- In coordination with the Development Director, supply necessary information for development for grant reporting, actively tracking, and recording metrics for programs.
- Lead and participate in the planning, implementation, growth, and evaluation of Youth Center programs. Build a uniform training program for Directors to make sure each director is equipped with correct skills to do their job.
- In partnership with the other Lead Team, mentor and develop leadership through a biblically based, holistic program for children and youth Leaders, direct reports and every staff within YouthHope.



- Develop, maintain, and train a ministry model to help bring children and youth hope through Christ, including actively training staff to give salvation messages, teach evangelism, and actively disciple kids.
- Lead the Youth Center team in creating imaginative, engaging, and fun programming, developing adventurous and dynamic curriculum that captures kids' attention and leads them to Jesus.
- Provide for the overall welfare and safety of program participants. Safety for kids is of utmost importance and the Youth Centers Director position is a key influence on building safety for kids physically, emotionally, and spiritually.
- Restart the Tutoring Program to re-infuse education into our programming.
- In coordination with the Operations Director, oversee general functions of the facility; calendar events, activities, and programs. Create accountability for the Youth Center Director Team to care for facilities appropriately.
- Oversee the food program partnership with the YMCA and any other organizations for food provision.
- Participate in other aspects of YouthHope Outreach and Camp programs as requested by the Executive Director.
- Work with staff to create a yearly program plan, budget, and capital needs. Lead program schedules and planning on a cycle of at least three months planning ahead.
- Recruit, hire, and train staff in programs, filling in programs and helping staff as needed.
- Develop and implement recruiting strategies to fill open positions, as needed.
- Recruit, train, and sustain volunteers to operate programs and fit in and run appropriate programs as needed. Make sure staff in the Youth Centers are also appropriately recruiting, training, and sustaining volunteers as the life blood of our programs.
- Facilitating staff meetings and holding regular check-ins with staff, in coordination with the Executive Director.
- Represent YouthHope to the community in public relations and fundraising efforts.
- Perform related administrative/clerical duties.
- Prepare board reports on an as needed basis (generally every other month).
- Have an expert understanding and capacity to train functionally on softwares used in our organization such as Google Suite, Planning Center, Gloo, and Clear Steam.

#### **Position Requirements:**

- Committed Christian; called into urban ministry by God.
- Experienced leader, manager, and strategic planner, demonstrating flexibility and adaptability. Energetic, inspiring, leading through relationship building with staff and volunteers.
- Having a mindset of possibility, looking for how we can move toward creating ministry growth and not explaining why something cannot be done.
- Experience building teams and programs from early stages and proven ability to sustain over a period of time.
- Ability to recognize and develop the gifts of others, to build trust, and to foster unity.
- Self-driven and passionate.
- Ability to create, clearly communicate, and carry out plans.
- Four or more years of experience developing youth and children ministries with measurable results.
- Willing to work 40+ hours, second-shift schedule, evenings, and weekends. This job requires commitment at a level of responsibility and service based on the nature of serving low-income, at-risk youth. And the Youth Center's Director is the back stop to highly functioning programs across three Centers.



- Ability to drive commercial vehicles and transport youth (age 21 and above).
- Must obtain a bus license within one year of eligibility.
- Bachelor's Degree required.
- Member of or regularly attend a local Christian church within ten miles of a YouthHope Youth Center.
- Participate in raising support for self and the ministry. Sophisticated Fundraising experience is a positive.
- At least a two-year commitment.