

Christ Church United Methodist

Position Description for Director of Youth Ministry (part-time) 2026

Reports to: Lead Pastor

Supervises: Youth Ministry Volunteers

Committees/Teams: Youth and/or Children's Ministry Team

Important Working Relationships: Christ Church Clergy, Director of Music Ministry, Director of Children's Ministry, Staff, Pastor of School and Family Ministries, Christ Church School

Functions: To lead and steward the life of Youth Ministries Christ Church (6th-12th grade), including the Parkway campus. Creates a budget for Youth Ministries.

Alignment:

- Must be committed to living and growing as a disciple, a follower of Jesus Christ.
- Must be committed to the United Methodist Church and to the Wesleyan Way of making disciples: Passionate worship, radical hospitality, extravagant generosity, serving people in need, and intentional discipleship.
- Must be committed to the Mission and Vision of Christ Church UM: Reflect the love, hope, and joy of Jesus Christ to our community.
- Must be regularly present in worship at Christ Church UM (unless sick or out of town).

Core Competencies/Skills:

- Creativity
- Works well with a team/volunteers
- Good/Positive Communication Skills
- Relational with children and parents
- Commitment to Spiritual Growth and Development
- Commitment to Professional Development
- Ability to develop and manage a budget

Salary: Hourly – Part Time (not to exceed 20 hours a week)

Vacation, benefits, and sick time: As stated in the CCUM Employee Handbook

Education/Certification Requirements: bachelor's degree preferred

Continuing Education/Spiritual Renewal: Annual continuing education is encouraged (stipend provided)

Responsibilities:

Youth (Freeway) Ministry Program

- Lead, plan, grow, and execute the youth group

- Lead, plan, and develop weekly small group opportunities for youth
- Lead, plan, and develop opportunities for Youth to serve in our church and community
- Lead the youth in participating in Florida Conference opportunities such as the Warren Willis Camp Summer Camp, Mission Trips, and other opportunities
- Welcome youth to worship and encourage/plan youth participation in the worship service
- Provide appropriate ministry care for youth and their families
- Ensure adherence to the Safe Church Policy of Christ Church, providing the safest environment possible for all who participate

Large Events:

- Coordinate with Lead Pastor(s), Associate Pastor, Pastor of School and Families, Coordinator of Children's, and Director of Music Ministry to plan, organize and facilitate large events (such as Trunk or Treat, Family Christmas Eve worship service, Easter Egg Hunt)
- Coordinate with the Coordinator of Outreach and Parkway Pantry to assist with ministries, and meal opportunities at the Parkway campus

Other Ministry Responsibilities:

- Database management for Freeway
- Purchasing, credit card requisitions
- Create, oversee, and manage budget for Youth Ministries
- Respond to inquiries and difficulties with clear communications and collaborative and future-oriented information
- Ensure that the Student Ministry manual (including the calendar and youth directory) is appropriately revised and up to date
- Visit the website regularly to ensure that it is updated with Youth events and activities
- Communicate student news (monthly or whatever is deemed necessary) with the Council, congregation, and the staff.
- Attend staff meetings as needed.
- Participate in Worship Events that include families and children (Christmas Eve, Concert Events, Special Events, CCS/CCUM events)

Christ Church United Methodist Church staff team members are expected to lead by who they are and how they relate to others as much or more than by the work they prepare and deliver. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is a similar, related, or logical assignment to this position. "By signing below, I agree and understand that I must be able to perform each responsibility set forth above to continue my employment with the Organization."

Director of Youth Ministry

Date

Lead Pastor

Date