

GENEVA PRESBYTERIAN CHURCH

5835 N. Sheldon Rd., Canton, MI 48187
www.genevachurch.org

Position Description Director of Youth Ministry

Youth Ministry Vision

Geneva Presbyterian Church's Youth Ministry vision is to help guide our faith community to edify and equip our youth, so that our youth may grow in their capacity to exalt God and engage the world.

Position

Director of Youth Ministry has oversight of ministry to both middle school and high school youth. This is an exempt status, at-will position.

Accountability

Accountable to the Pastor as head of staff, the Youth Ministry Elder, and the Youth Ministry Team.

Terms

This is a 16 hours per week position.

Responsibilities

1. Oversight of ministry to both middle school and high school youth.
2. Pray daily for the youth and their families and for all of Geneva's ministries, staff and congregation.
3. Meet with the Youth Ministry Team and other youth advisors and volunteer parents to help plan and coordinate youth ministries, including worship, education, fellowship, and service opportunities.
4. Attend meetings as called, including monthly Youth Ministry Team meeting, monthly Session meeting and staff meetings.
5. Lead the visioning, planning, coordinating, recruiting, and training of volunteer staff to carry out programming for:
 - a. Sunday morning youth education for high school and middle school
 - b. Fellowship (weekly events on-site during school year, monthly events that may be off-site)
 - c. Worship service participation by youth
 - d. Retreats and Lock-ins
 - e. Local mission activities
 - f. Summer mission trips for both middle and high school groups,
 - g. Fundraisers for mission trips (A Night Out),
 - h. Other special events (Boxing night)
6. Meet regularly with the youth to develop relationships with them that express the love that Christ has for them. As time permits, support the youth by attending their sporting events, performances, etc.
7. Seek continual personal spiritual growth, including regular attendance in worship at Geneva and practicing other spiritual disciplines
8. Communicate Youth Ministry programming and events through use of Geneva website, Good News, e-mail, bulletin boards, Facebook and other current social media platforms.
9. Selecting, planning and ordering curriculum and other supplies as needed within budget.
10. Work with staff and volunteers from other areas within the church to coordinate education and activities.
11. Seek and attend professional development through continuing educational opportunities.

Qualifications

1. A growing faith in Christ
2. At least two years' experience in youth ministry with references
3. A passion for and understanding of youth and their spiritual formation
4. Good communication and planning skills
5. Self-directed
6. Available to work flexible hours

Evaluations

Performance reviews will be conducted at 6 months of employment and annually thereafter by the Personnel Committee. Input will be sought from the Pastor, Youth Ministry Elder, Youth Ministry Team, Session, and those from the congregation who work with the Director of Youth Ministry. The Personnel Committee will review the compensation package annually.

Benefits

After one year of employment, two weeks of paid vacation. After five years, three weeks of paid vacation.