

Cross of Christ Lutheran Church

Director of Youth Ministries Job Description

Cross of Christ Mission Statement

Cross of Christ invites all in celebrating Christ's Love as we Worship, Learn, and Serve.

Youth Ministry at Cross of Christ has been built with the approach to build faith; centered in Christ, through interpersonal relationships, fun, worship, service, music, games, and utilizing the giftedness of this community. We are looking for a director of youth ministry that has their own ideas about how to make this ministry their own as well as someone who is collaborative with a staff and volunteer team.

This is a high volume congregational role that requires the coordination of 100+ youth and 50+ adults annually.

This is a full time position.

Requirements: Bachelor Degree and at least 3 years experience in youth ministry.

Statement of Purpose of the Youth Ministry Program

To provide a diverse array of opportunities for youth to live into their faith through relationships, service, worship, fun, events and spiritual giftedness.

Director of Youth Ministry Responsibilities

Programming Responsibilities

*Develop activities and programs for 6-12th grade youth, with periodic events to include 4th -5th grade group.

*Teach Middle School and High School Faith Formation on Sunday mornings (Sept-May) and High School activities on Wednesday nights. Equip leaders to assist in Faith Formation.

*Coordinate monthly events for middle school and high school youth that include aspects of relationship building, fun, service, worship, learning, and special opportunities in different ways.

* Plan and attend the annual summer service trip, high school retreats, synod gatherings, ELCA youth gathering. Coordinate activities with other local congregations and attend youth director meetings.

*Attend Rainbow Trail Confirmation Camp and High School Camp, coordinate registration, transportation, and congregational activities.

*Continue to develop and work with youth interns for trips and programming needs.

Staff Responsibilities

*Coordinate with Pastor of Faith Formation to organize, plan, implement and teach Confirmation program.

Confirmation program includes *(Small Group ministry and training small group guides, lesson development, games and service activities, church visits, retreats, and mentoring).*

*Coordinate with Pastor of Faith Formation and Minister of Music to organize and plan worship for Wednesday Night Faith Formation (W360).

*Work with the staff to plan youth worship services on Sundays (usually twice a year and Affirmation of Baptism Service).

*Be trained in and familiar with CCLC Safe Haven Policy and help to enforce it. Work with volunteer coordinator to track background checks and volunteer status.

*Coordinate with Director of Children's Ministry to connect youth volunteers to Vacation Bible School and Children's Ministry Programming, including puppet ministry.

*Work with Administrative Assistant to maintain a current list of the youth members (6-12th grade) and contact information for youth and families.

*Attend weekly staff meetings and keep regular office hours.

Volunteer Responsibilities

* Cultivate Youth and Adult leaders to plan and organize the events of the youth ministry program around three areas: opportunities to serve others, opportunities to grow in spiritual development, and opportunities to build relationships with other youth and have fun together.

*Recruit, train and support adult volunteers to work with youth during Sunday morning faith formation, confirmation program, youth events, summer trips, fundraising, and outdoor ministry camps.

Communication Responsibilities

*Communicate youth programs in the weekly bulletin and newsletter, electronic communications, social media, and other means (*i.e. youth bulletin board*).

Financial Responsibilities

*Prepare a budget for youth activities and programs annually, and work with financial secretary to track youth accounts.

* Coordinate fundraising activities to support the youth summer trip, camp scholarships, activity scholarships, and other needed funds for youth programming and activities not covered in the youth budget. (*For example: Palm Sunday Breakfast, Gift Card Sales Fundraising Team, and other fundraising events*).

*Assist High School Seniors with the ELCA matching college scholarship program.

Other Responsibilities:

*Develop meaningful personal relationships with a wide circle of youth and families in the congregation.

*Encourage youth and seek to find ways to involve the youth in the ongoing life and ministry of the congregation.

*The Youth Ministry Director will report to the pastor with responsibility for faith formation and youth, and ultimately to the Church Council. Youth Council Liaison will report to council to maintain accountability.

*Attend Sunday morning worship weekly and be available on Sunday mornings for youth and families.

*Give a written monthly staff report to the Church Council.

*Provide thirty (30) days advance, written notice to the congregation if the staff member does not wish to continue employment. The church will do the same.

The Church Will:

Competitive Salary including Benefits.

After 5 years, eligibility for a 4 week sabbatical.

Prayerfully and financially support Youth Ministry in this congregation.