

**ST. DAVID'S LUTHERAN AND ST. BARTHOLOMEW'S UNITED  
(ELCA)  
POSITION DESCRIPTION**

POSITION TITLE: Cooperative Youth Ministry Director (part time position)

REPORTS TO: Cooperative Youth Ministry Committee

SUPERVISORY  
RESPONSIBILITY: None

EMPLOYMENT STATUS: Salaried, no benefits, no paid vacations or holidays

TYPICAL WORK HOURS: Hours are commensurate with youth schedules throughout the year, approximately 20 hours per month, not including special events

GENERAL OBJECTIVE:

It is the mission of the cooperative youth ministry of St. David's Lutheran and St. Bartholomew United (ELCA) to proclaim the love of Jesus Christ as our Lord and Savior by inspiring and aiding the faith formation of our youth (upper elementary and grades 7<sup>th</sup> – 12<sup>th</sup>) in order to equip them to serve Christ and community through faith, hope, and love. We accomplish that mission by providing a variety of opportunities of faith encounters with each age group, other Christian youth, and adults.

MAJOR RESPONSIBILITIES:

1. In conversation with the Cooperative Youth Ministry Committee, develop annual youth ministry goals, calendar, and a budget.
2. Organize youth events throughout the year and oversee faith development through individual mentoring and group activities. For 7-12<sup>th</sup> grades, at least one monthly meeting/activity plus at least three service events throughout the year. These activities shall be geared toward assisting our youth in growing, living, and sharing their faith.
3. Develop an upper elementary ministry program.
4. Form positive relationships with the youth and their families by building connections and demonstrating care and concern.

5. Develop creative ways of involving youth in activities including worship services at each congregation, service projects, and national, synod and conference events.
6. Provide communications and information to the church offices in a timely manner.
7. Maintain a presence in the worship and fellowship life of the congregations.
8. Participate in fund-raising activities, as planned by the Cooperative Youth Ministry Committee.
9. Willingness to support and work with other committees and groups in the churches.
10. Attend all youth and Cooperative Youth Ministry Committee meetings.
11. Identify the need for adult help, support, and chaperones, to carry out youth activities.
12. Lock and secure building if you are the last one to leave following a youth activity.
13. Adhere to each congregation's policy regarding online communications with youth and the use of photos, images and names.

#### EDUCATION AND EXPERIENCE REQUIRED

1. A solid commitment to Jesus Christ and a prayerful sense of call to do youth ministry.
2. A heart for youth ministry and a desire to build positive relationships with young people.
3. Education and/or experiential background in Bible study, small group ministry, volunteer coordination, and program/event planning.
4. A basic understanding of Lutheran Theology, Sacraments, the Means of Grace, and the Gospel.
5. Successful completion of state mandated background checks and mandated reporter training.
6. Certification or willingness to obtain First Aid and CPR training.
7. Willingness to participate in continuing education for youth ministry, as available.

Updated and updated: June 5, 2017