

Good Shepherd UCC
35 W. Philadelphia Avenue
Boyertown, PA 19512
610.367.2842

Job Title: Director of Children and Youth

Job Status: Part Time, Salary, Approximately 20 hours per week

Supervisor: Senior Pastor

Job Summary: The Primary responsibilities of the part-time Director of Children and Youth are to lead and support the church's ministries with children and youth. The Director of Children and Youth shall seek to build a strong, growing ministry that:

1. Introduces Youth to Jesus Christ and facilitates/nurtures their growth in the Christian faith.
2. Strives to build Christ-like relationships with youth, their parents, and church leaders that strengthens their commitment to growth in Jesus Christ; and
3. Best utilizes all the resources available.

Duties and Responsibilities

1. Serves out of a strong sense of Christian calling with passion to serve youth, and exhibits a strong identity in Christ coupled with the willingness to continue to grow and mature in Christ as a Godly person of integrity.
2. Recruits a team of volunteers to teach children and youth and assist in leading various children and youth events throughout the year including Sunday School (B.L.A.S.T. Kids), Youth Group, Vacation Bible School, Service Trips, Rally Day, and other special events throughout the year.
 - a. Serves as Leader of this team.
3. Coordinates, implements, and further develops a quality spiritual education for Youth, which would include Sunday School (B.L.A.S.T Kids), Youth Group, Vacation Bible School, Service Trips, and other special events throughout the year.
4. Works with the Senior Pastor to provide children's sermons at least once a month during worship.
5. Work under the guidance of the Senior Pastor to co-coordinate Confirmation of Youth with Senior Pastor and Lay Leaders.
6. Works with parents and other leaders to facilitate the spiritual and social development of youth by instructing and training them to become disciple-makers.
7. Provides students with a safe and spiritually based place to belong that gives them the courage to be unique in their social, emotional, and spiritual character and interests.
8. Make strong efforts to contact new children, youth, and families, and to re-engage those who have not been attending regularly. This may look like outreach phone calls, attending sports events, or scheduling visits.

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9. Submits an annual basic Ministry Action Plan to the Senior Pastor which outlines a strategic plan to disciple the youth and continue growing the children and youth program (e.g., teaching, small groups, events, and programs).
10. Provides leadership that is in line with the overall vision, purpose and mission of our church and follows the Senior Pastor's vision of leadership.
11. Participates in the preparation and development of the budget for the Children and Youth Ministry and works with the Deacons to provide ongoing financial accountability including timely submission of receipts.
12. Work hours are flexibly scheduled to allow for interaction with children, youth, and their parents throughout the week and/or weekend. Some office hours may be necessary in order to meet with the Senior Pastor, to participate in staff meetings, and to attend any necessary committee meetings.
13. Participate in annual performance review.

Qualifications

- 1.** Bachelor's degree with specialty or focus on Christian Education, Youth Ministry, Education, Psychology, or similar field.
- 2.** At least 2 years of experience working in a church or similar nonprofit setting.
- 3.** The Ability to maintain confidentiality.
- 4.** A strong sense of Christian values and beliefs.