



## Youth Director Job Description

The Youth Director at First Presbyterian Church is chartered to lead a ministry which focuses on Youth in the 7<sup>th</sup> grade through 12<sup>th</sup> grades. All programming is directed by the Youth Director with input and oversight by the Pastor and the Christian Education Committee which is chaired by a Session member.

### Overall Responsibilities:

1. Receive and adopt the doctrines of the Presbyterian Church (USA).
2. Be accountable to the Christian Education Committee for activities involving the youth of the church. Be accountable to the Pastor for additional directed responsibilities and for spiritual guidance.
3. Present by August 1<sup>st</sup> of each year to Christian Education Committee the annual plans for activities to include weekly programs, mission trips, and recreational trips which would include camps, retreats, etc.
4. Attend Christian Education Committee meetings whenever deemed necessary.
5. Demonstrate a life of faith and involvement in church activities.
6. When feasible, participate in Presbyterian and other youth training events and encourage others to do likewise.
7. Recruit volunteers to share in leadership and chaperoning activities.
8. Recommend to the Christian Education Committee by November 1<sup>st</sup> one senior high aged youth to serve on the committee as a member for one year. If this is deemed unnecessary by the Director, it may be eliminated.
9. Coordinate with appropriate committees and staff to ensure that the Youth facilities are suitable for their intended purposes in ministry.
10. Teach Youth Sunday School Class.

### Additionally:

1. Communicate with parents for all activities via P&P, email, text, and/or phone.
2. Plan and present weekly programs and Bible studies with Christian content that are related to problems and concerns of the youth.
3. Plan and supervise Youth Sunday(s) worship services as designed by the Worship Committee and Session.
4. Supervise service projects (to include but not limited to mission trips), recreation, and fellowship.
5. Encourage and facilitate joint activities with other Lincoln County churches' youth as well as those in the vicinity.
6. Be available for personal consultation with the youth while being aware of the need to seek additional assistance if necessary.
7. Coordinate with chair of Christian Education Committee on books to purchase for graduating seniors. They shall be inscribed and circulated among congregation prior to presentation.
8. Plan the youth program at the Christmas breakfast in December.
9. Be responsible for the Ash Wednesday Pancake Supper.
10. Be sure that the office space is secured and building is locked when exiting on meeting night and whenever the building is used.
11. Assist the pastor as directed.

Interested candidates may email their resume and cover letter to [1stpres@fpunet.com](mailto:1stpres@fpunet.com)