SUMMARY:
To develop and lead youth-related ministries to make Christian disciples and foster spiritual growth toward Christ-like maturity, in accordance with God's will as revealed in Scripture, and the overall values, mission and vision of First United Methodist Church of Crowley.

QUALIFICATIONS
- The right mix of spiritual and emotional maturity, Christian passion, interpersonal skill, and commitments to excellence, teamwork, and a positive servant attitude are essential for a leader in this ministry. Knowledge of the beliefs, doctrines and teachings of The United Methodist Church
- Passion for youth and youth ministry
- Basic knowledge of youth development and the ability to relate to the youth of the church
- Evidence of a healthy and growing spiritual life
- Skills for planning and implementing ministry
- Ability to train and lead volunteers
- Always Abide by all Ministry Safe policies of FUMC
- Always abide by Social Media Policies of FUMC as defined by Ministry Safe

ESSENTIAL DUTIES AND RESPONSIBILITIES
- Recruit, train, and equip leaders involved in youth ministries with consultation and guidance of Pastor and Lay Leaders.
- Make referrals for pastoral care and counseling of youth to Lead Pastor.
- Work under the supervision of the Lead Pastor, and in conjunction with the Youth Council, to develop and lead comprehensive and holistic plans for discipleship and spiritual growth for all youth ministries, including direct oversight of youth ministries as identified below:
  - Sunday School and evening youth ministry, annual mission and service opportunities for youth
• Others as approved by Finance committee, District and Annual Conference camps and retreats.
• Coordinate and facilitate youth council meetings.
• Advertise and communicate youth ministry opportunities via all appropriate channels.
• Attend worship service on Sundays and encourage youth to attend.
• Planning and leading the weekly evening Youth Program
• Planning and leading other outside activities
• Take action as reasonable to connect with youth in various community settings.
• Oversight of youth ministry budget and account
  ▪ Maintain proper documentation of expenditures.
• Maintaining an adequate list of Ministry Safe trained volunteers
• All other duties as assigned

**JOB SKILLS MINIMUM REQUIREMENTS:**

• Experience in youth ministry (or similar role) including evidence of building adult volunteer teams to support the work
• Understanding of Windows Office, Outlook email/calendar
• Understanding of Social media outlets
• Bachelor’s Degree or equivalent. Minimum age of 25 (5 years older than oldest youth and the minimum driving age for church insurance)

**OTHER REQUIREMENTS:**

• Teamwork and Communication
  o To work collaboratively and communicate frequently with the pastor and appropriate worship teams.
  o Be a team player in the ministry of the church
  o To keep lines of communication open and bring concerns directly to the head pastor or the SPRC. (Staff Parish Relations Committee).
  o To attend staff meetings as scheduled in person or on zoom.
  o To meet at least once per year with SPRC.
• Core Competencies: Mission ownership – An understanding and support of the mission, vision, values, and beliefs of FUMC Crowley.
• Spiritual Maturity – Has a background of continuing Christian spiritual growth, basic understanding of United Methodist theology, and basic Bible knowledge.
• Interpersonal Skills – Engages others in a positive way.
• Prepare a written report quarterly for the SPRC as requested. The report will also include plans and goals for the coming quarter.
• Take Ministry Safe training before beginning employment (Training will be updated every two (2) years). Background check is required and will be updated every two (2) years.
• Yearly Appraisals will be done by SPRC as defined by the Book of Disciplines, 258.2 (g)(5).
• Vacation and Sick Time as defined by the First United Methodist Church of Crowley, Human Resource Handbook, Employees Benefit Programs, Section 300.

REPORTING STRUCTURE AND TEAM

Pastor serves as direct staff supervisor based on the Book of Disciplines, 340 (c)3.b. in consultation with SPRC.

DECISION MAKING:

Decisions must constantly be made to ensure quality, productivity and teamwork in operational processes while ensuring the best interest of the Church is met.

CONTACTS:

Interacts with pastor, staff, youth, parents, congregation and community.