

Director of Youth and Family Ministries
Job Description
Start Date: TBD

I. General Duties and Responsibilities

- A. This director reports to the senior pastor and is a part of the ministry staff team. This director ministers primarily to grades 6-12 including involvement of the families of the youth in the life of the congregation and the youth ministry program. This position encompasses administrative oversight, support, and further development of the entire youth ministry of Asbury United Methodist Church, including maintaining and developing a yearly budget. Administrative responsibilities include reporting to the church leadership team, weekly staff meeting, attending professional development events and ordering and organizing any supplies needed. This director will also assist in worship services and encourage youth and family representation.

II. Primary Responsibilities

- A. Be familiar with and adhere to the Safe Sanctuary Policies of Asbury United Methodist Church.
- B. Utilize curriculum that reflects the United Methodist tradition and doctrine in cooperation with the senior pastor.
- C. Develop a youth and family council.
- D. Attend weekly staff meetings, monthly leadership team meetings and other scheduled meetings.
- E. Maintain regular contact with youth and families via traditional and social media.
- F. Coordinate youth and family events with partner churches.
- G. Coordinate confirmation classes with partner churches.
- H. Work collaboratively with the Director of Adult Spiritual Formation and Membership to lead spiritual formation and fellowship events for youth and families.
- I. Work collaboratively with the Director of Children and Care Ministries.
- J. Work collaboratively with the Director of Music Ministries to recruit young people for music ministry.
- K. Support and assist in worship services as needed and involve youth at all levels of church activities.
- L. Develop and maintain youth and family ministries budget.
- M. Recruit, train, schedule and support acolytes and crucifers to assist with worship services.
- N. Develop and train a strong volunteer base for youth ministries.
- O. Engage in Christian education in youth and family ministries, including Sunday school.
- P. Promote Camp Pecometh and associated scholarships.
- Q. Liaison to Boy Scouts troops sponsored by Asbury.
- R. Liaison to ASP
- S. Coordinate and participate in Conference Youth Rally annually.
- T. Coordinate and participate in middle school and high school Youth Group.
- U. Youth outreach (school, sports, and extracurricular activities).
- V. Other duties as assigned.

III. Desired Skill Set

- A. Have a minimum of a bachelor's degree in Christian Education or Christian Ministry from an accredited college or university.
- B. Have experience in youth and family ministries.
- C. Have strong organizational, administrative and communication skills.
- D. Be a self-starter, creative and able to work independently as well as with the church ministry team.
- E. Be able and willing to work with all people.
- F. Maintain personal spiritual growth.
- G. Have knowledge of and comfort using The Microsoft Office package and social media.