



24 Church Street | Pilesgrove, NJ 08098 | 856-769-4716 | www.sharptown.org

## Director of Youth Ministry

March 2022

### Overview

Sharptown United Methodist Church is a multi-generational church located in the geographic center of Salem County, New Jersey. We are 20-minutes from downtown Wilmington, Delaware and only 45-minutes from Center City, Philadelphia. Sharptown is searching for a dynamic individual with a contagious faith in Jesus Christ to provide directional leadership for our youth ministry program. The Director of Youth Ministry at Sharptown United Methodist Church is responsible for the leadership, program, and discipleship strategies for students in seventh through twelfth grades.

This Director of Youth Ministry is a full-time, salaried position. Sharptown Church will provide a competitive salary package including paid time off, vacation and incentives provided in accordance with the Sharptown employment policy. Regular office hours are required during the week with an attendance expectation at all major church events, youth activities, and worship services on Sundays. In addition, the Youth Director will engage in the lives of students through a variety of events, activities, and intentional environments.

### QUALIFICATIONS

The Director of Youth Ministry requires a committed Christian who is self-motivated and well organized. He/She should have excellent relational skills with a developed ability to communicate Biblical principles to youth in both a group setting and in individual conversation. An academic degree in Youth Ministry or three years related professional experience is preferred. A preferred candidate must possess a willingness to remain current with developing ministry trends. Continued professional development is expected. First Aid certification is required or must be obtained within the first 90 days of employment. Advanced computer skills and social media platforms are an advantage.

### ORGANIZATIONAL RELATIONSHIP AND SUPERVISION

The Director of Youth Ministry reports to the Senior Pastor for spiritual and ministry guidance. The Senior Pastor, in cooperation with the Pastor Parish Relations Committee, will provide a 60-day review plus an annual performance evaluation. A liaison (point person) from the Pastor Parish Relations Committee will be assigned to the Director of Youth Ministry for the purposes of prayer, advocacy, and support.

### Responsibilities

The Director of Youth Ministry is an important partner on the pastoral staff at Sharptown Church. He/She is expected to model a Christian life and worldview. The candidate will offer directional leadership and will communicate, support, and invest in the students and families of Sharptown Church.

Duties include, but are not limited to, these five important areas:

### **PASTORAL STAFF**

- *Be a vital contributor and team member. Embrace a team approach with the Sharptown staff. Collaborate, serve, and celebrate together. Participate in weekly staff meetings.*
- *Communicate with the support staff and the pastoral staff regarding all calendar events.*
- *Assist the pastoral staff as necessary in areas pertaining to family ministry, visitation, teaching, preaching, and church functions as needed.*
- *Support overall ministry by establishing great relationships with parents and families within the church and community.*
- *Collaborate with the Director of Children's Ministry to complete a seamless transition for students advancing to the Youth Ministry program. Be intentional to engage these students.*
- *Work in partnership with the pastoral staff in preparation of annual budget for Youth Ministry.*
- *Manage budgeted funds and adhere to the purchasing policies of the church, including credit card usage.*
- *Provide a youth ministry presence during Sunday worship services, major church events, office hours and Sharptown activities.*

### **LEAD THE YOUTH MINISTRY TEAM**

- *Serve as the leader, encourager, facilitator, and coordinator for the Youth Ministry volunteers.*
- *Be your team's number one cheerleader, fan, coach, and prayer supporter.*
- *Disciple and train leaders who will, in turn, disciple and train students.*
- *Meet regularly with the volunteer staff for prayer, discipleship, delegation, planning, training, team building and fun.*
- *Provide resources, training, and ministry tools for the volunteer staff.*
- *Recruit new volunteer staff and oversee their application, training, and involvement.*
- *Develop leaders by delegating authority over specific areas of the youth ministry program.*
- *Select, order, and implement curriculum for Youth Group, Sunday School and Small Groups.*
- *Participate in the teaching ministry for Youth Group, Sunday School, and Small Groups.*
- *Supervise the Sharptown Youth Ministry space.*
- *Plan and execute a comprehensive program calendar of age-appropriate events for the Sharptown Youth Ministry (i.e., retreats, outings, mission trips, camps).*
- *Follow all policies set forth by Sharptown involving the safety, general health, and welfare of each child (i.e., Safe Sanctuaries, volunteer background checks, parent contact information, awareness of individual special needs).*

### **DISCIPLE AND MENTOR YOUTH**

- *Become acquainted with the students and families of Sharptown through interaction, intentional presence at school events, community events, and home visitation.*
- *Invest and lead students into a growing, life-changing relationship with Jesus Christ.*
- *Prioritize and plan for spiritual growth and discipleship of students.*
- *Create an inviting, fun, and welcoming environment for students to attend, connect, and worship.*
- *Present biblical teaching which provides students and leaders with practical tools to apply their Christian faith to their daily lives.*
- *Create a loving, caring small-group experience accessible for all students as a place of belonging.*
- *Provide consistent opportunities for non-churched students to connect to the Sharptown Youth Ministry and Church.*
- *Equip and empower students to be mentors, leaders and to share their faith with their friends.*
- *Integrate students into the larger church.*
- *Promote active discipleship and Christian service through age-appropriate hands-on service projects.*

## **RESOURCE AND EQUIP PARENTS**

- *Be available to partner with parents for conversation and guidance.*
- *Host parental meetings for information and training.*
- *Schedule learning opportunities designed to connect families through engaging content; resource parents by hosting seminars and critical issue forums and lead spiritual discussions with an emphasis toward family centered discipleship.*
- *Take the initiative to consistently communicate with parents using all methods at your disposal relating to the events, teachings, and schedule of the youth ministry program.*

## **CATALYTIC LEADERSHIP IN THE COMMUNITY**

- *Establish a presence within the community by attending both formal and informal events.*
- *Connect with area Young Life leadership, youth pastors and clergy.*
- *Initiate and execute age-appropriate evangelistic outreach events.*

References required.