

Official Job Description

Job Description

TITLE: Director of Youth & Family Ministries

location: Centenary Methodist Church

status: Full-Time Exempt Position

Job Summary

The Director of Youth and Family Ministries will oversee existing and develop new ministries for children, youth, college, and families. This position will be responsible for planning, coordinating and leading an intentional program dedicated to spiritually growing individuals within each ministry.

In collaboration with the Senior Pastor and other colleagues, should lead efforts to achieve the purpose of being the church that changes hearts through the love of Jesus, through expanding our reach in various initiatives in youth and family programming.

Essential Duties and Responsibilities

In close collaboration with the Senior Pastor, the Director of Youth and Family Ministries will help to cast the vision for youth of all ages and families to experience the presence of God. The role of this position is to create, maintain and support the vision of Centenary Methodist Church by building a foundation of worshiping, walking and welcoming all to glorify God and serve our community.  Areas of collaborative effort would be for example:

* Build and maintain a strong ministry that effectively disciples children, youth, college, and families inside and outside the walls of Centenary Church.
* Plan and promote camps, retreats, trips, concerts, mission trips, outreach events, and other missional endeavors for age-appropriate groups.
* Build and foster strategic partnerships with parents, schools, and youth organizations.
* Shepherd and disciple volunteers by recruiting a talented team moving them toward a deeper commitment to Christ who will invest in the lives of our children’s, youth, and adult ministries.
* Work within established budgets to achieve the objectives of assigned programs.
* Oversee and assist by providing guidance and assistance to programs including - Sunday School, confirmation class, youth group, college ministry, and intergenerational programs.
* Facilitates regular youth meetings for students.
* Integrate the children’s and youth ministry with the larger church body.
* Plays a vital part of the church staff team attending staff meetings and encouraging and supporting the overall mission of the church.
* Actively participates in church and church events.
* Other duties and responsibilities as assigned.

Spiritual Gifts/Abilities:

* Must have leadership qualities to attract, train and lead volunteer and/or employees, to include organizing, prioritizing, and scheduling work assignments.
* Be committed to learning new skills that relate to this job. Study and work to stay current and ahead of the curve on various ministry initiatives for worship and church environments.
* Passion for communicating a clear message and skill with methods of communication—verbal, written, and electronic.
* Ability to listen to and communicate with people of all ages, the ability to work with leaders of other ministry groups, expertise in the field of communication, comfortable in the use of social media, and interest in developing and sharing knowledge.
* Show genuine interest in responding to the hopes and concerns of people in the community.
* Perform duties and responsibilities in a manner to glorify Christ and further the mission and ministry purposes of the church.
* Attitude of responsiveness and flexibility.
* Reliable and punctual.
* Possess attention to detail and problem solving.
* Skill in exercising a high degree of initiative, judgment, discretion, and decision-making to achieve organizational objectives.
* Skills in organizing work, making assignments, and achieving goals and objectives.
* Passion, Integrity, and Energy!

Qualifications/Requirements

* Some college or a bachelor’s is preferred.
* Minimum of two years of related experience with youth and family ministry.
* Attend continuing education seminars to enhance the gifts given for ministry.

Job Relationships/Organizational Structure

This job reports to:

* Senior Pastor

Employees reporting to this person:

Additional Comments regarding organizational structure (please attach and official organizational chart):

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Authorized Management Signature Employee Signature

Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are interested in applying, please send your resume to [centenarynow@mycentenary.org](mailto:centenarynow@mycentenary.org). Thank you!