

## **YOUTH DIRECTOR**

East Koshkonong Lutheran Church  
Cambridge, WI

**Denominations:** Lutheran - ELCA

**Job Type:** Part-time, 20 hours per week

### **Job Description:**

We are currently seeking a Youth Director to engage and expand our ministry of the youth of our church and community.

East Koshkonong Lutheran Church is church rich in history. Our congregation is multi-generational and located within a rural context that reaches several surrounding communities. We are seeking a Youth Director with a passion to see youth introduced to and flourish in a loving relationship with Jesus Christ. East Koshkonong is committed to meeting the needs of youth in every capacity and endeavoring to promote biblical prosperity. Our desire is to continue to see it become a place where youth and adults alike come to "Gather, Grow, Be Glad, and Go with Grace."

### **General Purpose of Position:**

To create a safe and caring environment for our youth by developing and implementing a comprehensive approach to youth ministry (in the areas of group building, worship, discipleship, mission and outreach) while serving as a leader and role model.

### **Organizational Relationship and Supervision:**

The Youth Director will report to the Personnel Committee and Pastor. Attendance at the following meetings is expected: Weekly Staff Meetings, Education Committee Meetings, Annual Meeting and any other meetings requiring coordination with youth.

### **Responsibilities to include, but not limited to:**

1. Be a supportive member of the church.
2. Be an advocate for youth and educate the congregation about the hopes, concerns and needs of youth in the local church and community.
3. Help plan, develop, and implement all aspects of a balanced youth ministry in the areas of group building, worship, discipleship, mission, and outreach through EKLYG.
4. Mentor youth in developing their leadership skills.
5. Communicate and work closely with parents in the discipleship of their youth.
6. Be aware of resources for developing the youth ministry programming and participate in continuing education events and training opportunities.
7. Recruit, train and manage volunteers who work with youth in all aspects of youth ministry and ensure adequate volunteer support and adult to youth ratios.
8. Be a liaison between the church and other community organizations, people, and resources that relate to youth and youth ministries.

9. Work in partnership with Pastor to coordinate small group curriculum for youth (grades 6-12) and assist with confirmation classes and events as needed.
10. Work in partnership with Sunday School Superintendent on curriculum selection and assist with Sunday School classes and events as needed.
11. Lead and mentor youth involved in the Synod wide Youth Gathering (every 3 years). Attendance would be required as well.
12. Develop and lead an annual Vacation Bible School event for elementary youth (grades PreK-5)
13. Work in partnership with the area Youth Groups to effectively reach youth in the community and develop a strategic youth ministry outreach plan.
14. Coordinate and lead church youth events such as Christmas Program, Youth Sunday, etc.
15. Work with the youth to develop areas of interest to them (i.e. Youth Band)
16. Keep records and manage the youth ministry budget, including submitting annual reports.
17. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with church staff and leadership, parents, and the congregation as a whole.
18. Make yourself available to youth in a variety of ways (i.e. lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc.)
19. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
20. Ensure that the Child Protection policies (background checks) are observed in all youth ministry settings.

**Qualifications and Aptitudes:**

1. Must have an unwavering and growing faith in Jesus Christ.
2. Must have a reputation that models and promotes the Christian faith.
3. Must embrace ELCA doctrine.
4. Must have a clear calling to youth ministry and a passion to serve students, not just a desire for a career in ministry.
5. A degree or experience in a related field is minimum requirement.
6. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement a youth ministry in alignment with the mission and vision of the church.
7. Must have excellent written and verbal communication skills, conflict management skills, and computer skills.
8. Must possess a proven ability to work effectively with youth, parents of youth, diverse individuals, and teams of volunteers.
9. Must be willing to submit to a background check and drug screen.