

**PEACE LUTHERAN CHURCH
POSITION DESCRIPTION**

6/20/17

POSITION: DIRECTOR OF YOUTH MINISTRY (Grades 6-12)

ACCOUNTABLE TO: Senior Pastor

PURPOSE: To serve the church and community by developing, coordinating and administering an effective and comprehensive ministry to the middle school and high school youth which support the church's Vision Statement and Core Values. To provide leadership and supervision of volunteers involved in the ministry to Grades 6-12.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Encourage and provide opportunities for the youth to grow in their faith.
2. Develop programs, oversee and work with youth, families, youth leaders, and committees to support the vision statement and Core Values of Peace Lutheran Church through activities and curriculum.
3. Coordinate youth activities with other congregational programs and functions which relate to the church Vision Statement and Core Values.
4. Establish, as a member of the ministry team, departmental goals and objectives, tracking and evaluating the effectiveness of each program on an annual basis.
5. Work with the ministry team to prepare an annual budget for the youth programs of the congregation and track expenditures throughout the year for proper accounting documentation.
6. Oversee, as a member of the ministry team, the purchase of supplies, materials and equipment, with repairs of the same, as they pertain to the youth program.
7. Attend workshops and seminars to assure continued professional growth; set aside time for organizational, professional and spiritual growth.
8. Perform related duties as necessary.

PHYSICAL AND MENTAL REQUIREMENTS: Prefer training or experience in the field of education or youth work. Ability to work as part of a team. Ability to develop relationships with youth and to be available as needed to carry out programs.

TERMS OF EMPLOYMENT: Exempt Position