

Assistant Director of Youth Ministry
Centenary United Methodist Church

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PURPOSE: To partner with the Director of Youth Ministry and the Youth Leadership Team in providing a strong, growing, spiritually focused youth ministry community where young people find belonging, relationships, and hope in Jesus Christ. To accompany youth and their parents by sharing your life, your faith, and participating in experiences with them through which the Gospel of Jesus Christ can be heard and experienced. To join the overall church staff in leading the church to make disciples of Jesus Christ for the transformation of the world.

JOB TITLE: Assistant Director of Youth Ministry

RELATIONSHIPS:

- Supervised by the Director of Youth Ministry.
- Work closely with the entire Youth Leadership Team, volunteer Youth Ministry Coordinator(s), Love Thy Neighbor Leadership Team, and Summer Youth Ministry Intern (June-August), and the Centenary Staff.
- Intentionally seek and nurture relationships with parents and youth within our ministry as well as the community.

RESPONSIBILITIES:

- Pray for the youth, parents, and youth ministry of our church.
- Establish authentic relationships with our teenagers and their families.
- Organize weekly Youth Group meetings with the Director of Youth Ministry.
- Co-lead youth ministry events and programs including Confirmation, Youth Groups, and summer Bible Study.
- Develop and lead Senior High Sunday School.
- Assist with the organization and implementation of Love Thy Neighbor (our youth ministry to our friends in the downtown area who are experiencing homelessness).
- Attend and co-lead extra events and trips, which include ski trips, mission trips, retreats, our sixth-grade ministry, etc.
- Help with the leadership of the older elementary Vacation Bible School in conjunction with our children's ministry.
- Lead (alongside other Youth Leadership Team members) youth events when the Director of Youth Ministries is away.
- Bring innovative ideas and suggestions for our Youth Ministry to help it grow, flourish, and reveal the Kingdom of Heaven.
- Participate in leading worship as needed.
- Attend weekly Youth Ministry staff meeting.
- Attend Centenary staff meetings when appropriate.
- Organize and tend to the communications and office work necessary to the overall Youth Ministry including (but not limited to) learning the church software, "Realm," book events,

maintain calendar, send weekly emails, manage social media platforms, overseeing registrations for events.

- Be fluent in Excel and various design work platforms
- Undergo training as to drive our church vehicles (buses and trucks) for youth ministry events.

TIME REQUIRED:

Full Time (40 hours per week except for mission trips, retreats, etc. in which more hours will be required)

TRAINING AND SUPPORT PROVIDED:

- Intentionally seek out continuing education opportunities so that you will continue to learn and grow in the areas of ministry (i.e... conferences, certificate programs, etc.)
- Read and research youth ministry related books, articles, and podcasts with the intention of learning and growing alongside our youth ministry community.
- Assistant Director of Youth Ministry is strongly encouraged to be a part of a Bible study or small group and weekly worship experiences as to maintain and grow their own personal relationship with Jesus.

QUALIFICATIONS AND SPECIAL SKILLS:

- To be devoted to the love and grace of Jesus Christ and be willing to share that love with the Youth Ministry Leadership team, Summer Youth Ministry intern, our staff, and the youth and their families.
- Undergraduate degree required.
- Experience in the field of youth ministry (either as a volunteer or paid staff).
- Have a heart for outreach and mission work.
- Desire to relate with youth and be in spiritual relationship with them.
- An enthusiasm and positive attitude to work alongside a well-developed, nationally recognized youth ministry and team.