

**Kennewick First Presbyterian Church**  
**Job Description 2021**  
**Ministry: Director of Youth Ministry**

**Purpose of Ministry:**

The Director of Youth Ministry is responsible for developing, coordinating and administering an effective and comprehensive ministry for youth at Kennewick First Pres.

The position exists to equip youth to be lifelong disciples of Jesus Christ who participate in Christ's mission at Kennewick First Pres, in the Tri-Cities, and throughout the world. As such, the Director is responsible for the leadership and continued development of Kennewick First Pres youth ministry; this includes recruiting, encouraging, training, and walking alongside youth ministry volunteers, student leaders, and parents/guardians of youth.

**Responsible To:**

The Director of Youth Ministry reports to the Associate Pastor of Spiritual Development and Senior Pastor and works collaboratively with other Program Staff and the Find Community Team.

**Ministry Description:**

The Director of Youth Ministry is responsible for overseeing and leading Kennewick First Pres ministry to youth (6th-12th grades), including those youth who may not attend youth group, but are a part of the Kennewick First Pres community.

This includes:

- Helping First Pres youth experience God, find community and serve the world.
- Equipping youth to understand and share the good news of Jesus Christ.
- Overseeing the design and implementation of youth activities.
- Leading Kennewick First Pres both mid-high (YBs) and senior high (LYFE) youth groups.
- Developing relationships with youth.
- Integrating youth into the wider life of the church, encouraging participation in Sunday morning worship, and facilitating meaningful connections between youth and faithful adults in the congregation.
- Engaging in youth outreach and contact ministry, utilizing social media as appropriate.
- Planning, organizing, and leading retreats, special events, mission trips, and service projects. These may include summer camps, Slamquest and Blast, concerts, Orca Encampment and Youth Sunday.
- Coordinating Sunday morning ministries for youth.
- Coordinating and assisting with teaching Confirmation Classes when needed.
- Planning the yearly calendar for mid-high and senior high ministries, in collaboration with other Program Staff and the Finding Community Team.
- Creating attainable 1-year goals and 3-year goals, assessing and evaluating the goals on a yearly basis with Ministry Staff.
- Recruiting, equipping, and empowering youth ministry volunteers to be ministry partners in the discipleship of Kennewick First Pres youth, while making sure volunteers are compliant with church policies. Meeting regularly with volunteers for planning.
- Equipping parents to be the primary disciplers of their children, and communicating regularly with parents about the spiritual and personal growth of their youth.
- Communicating with youth, parents, church staff, session and volunteers regarding youth ministry and activities.

- Overseeing the development and use of the budget for the Youth & Young Adult Ministry, in collaboration with the Finding Community Elders and Session.
- Participating in weekly staff meetings, monthly Find Community Team meetings, and attending session meetings when appropriate; participating in church-wide activities and other duties as assigned.
- Participating in youth ministry activities within Northwest Coast Presbytery, as appropriate.
- Assisting in worship and participating in various other ministry tasks as directed by the Pastor/Head of Staff

**Qualifications and Skills:**

Bachelor's Degree required, with a degree in Youth Ministry, Theology, Education or a related field of study preferred. Two or more years of experience working with youth in a Christian setting preferred.

The Director must have a deep and growing relationship with Jesus Christ and possess spiritual maturity, a sound knowledge of Scripture, and a passion for sharing the Gospel with young people. This person must have an understanding of the theology of the Presbyterian Church. This person should possess strong interpersonal skills; the ability to collaborate with staff and volunteers of various ages, abilities and backgrounds; organizational and administrative proficiency; and an awareness of his/her "growing edges." This person should be a self-starter, an imaginative leader, exhibit grace and patience, and display a positive attitude and good sense of humor with a desire to create an inclusive, welcoming and respectful environment.

**Time Commitment:**

This is a salaried full-time partnership with Young Life Tri-Cities (40 hrs/wk) exempt staff position, requiring flexibility to meet the programmatic and seasonal needs of youth ministry. The Director is expected to take an active role in the life of Kennewick First Pres. The Director should establish regular office hours. A 3+ year commitment is desired to enable the continued formation of a sustainable youth ministry at Kennewick First Pres.

**Compensation and Benefits:**

A competitive salary will be offered commensurate with educational background and experience. Automobile, book and expense allowances are included. Five days annual study leave is included.

**Evaluations:**

A self-assessment of performance will be provided to the Head of Staff annually. The Head of Staff, Associate Pastor of Spiritual Development, and members of the Personnel Team of Session will conduct an annual performance appraisal, with input from the Find Community Elders to review the Director's performance.