

The following job description indicates the general nature of the work needed at the time the job description was written. The nature of the job may change over time as the needs of the church change.

**North Presbyterian Church, Williamsville, NY
Director of Youth Ministries**

Purpose

To plan, develop, and carry out a program of ministry to youth (grades 4-12), and to their families.

Relationships

Works in cooperation and maintains communication with all staff and congregation members, and is responsible to the Head of Staff.

Responsibilities

- To provide leadership to Club 456, Jr. High, and Senior High youth for their monthly meetings and joint worship services.
- To act as a resource person for youth group leaders and fundraiser(s).
- To participate in and act as a resource person to the Youth Ministry Team (YMT) as well as coordinate with other Session committees as needed.
- Participate as responsible staff person for the annual Sr. High Mission Trip and Youth Triennium.
- To work in collaboration with the Head of Staff to conduct the Confirmation Class and all related activities.
- To foster a respectful, personal, supportive relationship with all NPC youth and their visiting friends.
- To be available for youth contact on an as-needed basis by cell phone.
- To maintain regular, stated office hours at the church, and attend weekly NPC staff meetings.
- To be present and available each Sunday morning.
- To recruit and train youth leaders.
- To develop and maintain youth budget and communicate its status to youth leaders.
- To be available to visit youths in crisis situations (e.g., hospitalization).
- Any other responsibilities assigned by the Head of Staff.

Requirements

M.A. in Christian Education, or be a candidate for that degree, or its equivalent in education and experience.

Proficiency in all forms of current electronic communication technology.

Trained proficiency in crisis intervention to facilitate referrals as needed (e.g., Clinical Pastoral Education).

Evaluation

A performance evaluation will be conducted at the conclusion of the first six months of employment, and on an annual basis thereafter.