

Job Description

Director of Youth Ministries (Part-Time Position)

MOUNT OLIVE LUTHERAN CHURCH LAKE HAVASU CITY, AZ 928-855-2299

PURPOSE: *The Director of Youth Ministries shall seek to foster Christian community through building relationships with young people that strengthen their commitment to the church and growth in faith in Jesus Christ. The four components of a youth ministry are fellowship, worship, learning, and service.*

ACCOUNTABILITY: *The Director of Director of Youth Ministries is directly accountable to the Senior Pastor with budgetary and reporting accountability to the Church Council.*

RESPONSIBILITIES:

- 1) Develop and administer a diversified, appealing, balanced Christian youth program.
- 2) Actively seek and encourage new and inactive youth members through activities and personal contact.
- 3) Coordinate regular ministry events and separate monthly events for Junior Youth (6th - 8th) and Senior Youth (9th - 12th).
- 4) Coordinate special programming such as, but not limited to: lock-ins, camp-outs, summer youth groups, sports events, concerts, etc.
- 5) Coordinate youth based worship not limited to, but including worship opportunities for youth and an annual service conducted by youth.
- 6) Coordinate the planning, registration, and fund-raising (as necessary) for youth activities.
- 7) Encourage parental and congregational involvement in the youth program of Mount Olive. Facilitate additional opportunities for parents and congregation members to gather together for mutual support and education.
- 8) Maintain complete and organized record of all youth events.
- 9) Carry out other duties as assigned, by supervisor.

QUALIFICATIONS (not in order of priority)

- 1) Assist youth and family with decision making, utilizing referral skills and support services.
- 2) High energy, self starter with a sense of humor, caring, and open-minded.

- 3) **TRUSTWORTHY:** keep confidentiality and deal with issues and concerns directly with those involved.
- 4) An attitude of flexibility and adaptability in the face of the changing moods, schedules, and directions common to working with youth and families.
- 5) Relates well to all ages especially the junior and senior high age group.
- 6) Theology and values are in harmony with the congregation's mission, vision, and values in line with Lutheran doctrine.
- 7) Advocates for youth and families, and their needs in the congregation and the community.
- 8) Commit to a continuity of leadership that would allow the ministry to be developed within three to five years.
- 9) Have a professional work ethic in line with Mount Olive human resources manual.
- 10) Commit to ongoing personal and professional growth.

Other Terms of Employment:

- 1) *The Director of Youth Ministries* job is a part-time position. A schedule of hours to be worked will be developed with the Senior Pastor.
- 2) The salary will be commensurate with experience.
- 3) Performance reviews will be held in compliance with the employee handbook.

PERSONAL ATTITUDES: A Spirit-filled desire to share the grace, love, and life of Jesus Christ with others; a positive mental attitude of faith, hope, and love; a serving, glad, and humble attitude; an ability to graciously express leadership; openness to new ideas; self-initiative imperative.

DEPENDABILITY: Loyalty and reliability, setting and meeting deadlines and goals; organizing; punctuality.

ADMINISTRATION: Coordination with the pastoral and church staff and office; participation in regularly scheduled meetings with the pastor; participation in supervision or mentoring by an assigned pastor(s); regular communication with the church through the use of the bulletin, newsletter, and other channels; an annual report; occasional reports to the Youth Board and Church Council; occasional letters, etc. Maintain hard copies and computer copies of records. Oversee financial accounting and use of funds, with the assistance of Church Finance and Youth Board.

We invite inquiries or resumes:

* Must pass a background check, including fingerprinting and drug test.

***Mount Olive Lutheran Church, 2170 Havasupai Blvd, Lake Havasu City, AZ
86403***

Attention: Personnel Committee

Church office 928-855-2299

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