**First Presbyterian Church of Gastonia**

**Job Description**

**Director of Youth and Young Adult Ministries**

**Reports to:** Director of Faith Formation

**Status:** Full Time

**FLSA:** Non-exempt

**Salary Range:** $38,000-$43,000 plus benefits, mileage reimbursement, and ministry expenses.

**Overview**

The Director of Youth and Young Adult Ministries is primarily responsible for creating and cultivating opportunities for members of the congregation to grow deeper in relationship with God and one another through opportunities for fellowship and deeper engagement with church. In addition, particular focus will be placed on leading the Youth Group of the church. Primary responsibilities are divided as follows:

**Youth Group** (20-25 hours/ week)

**Essential Functions:**

* Develop, coordinate, and implement all programmatic areas of the church relating to faith formation and Christian education of students in the congregation who are in 6th-12th Grade.
* Develop and maintain relationships with the students in the church, as well as their families to strengthen their connection with the church and gain an awareness of their spiritual needs.
* Create and lead opportunities for the spiritual development, fellowship, and mission work of the congregation’s middle school and high school students, including regular Youth Group gatherings, social events, and engagement with mission partners.
* Develop and organize curriculum to be used during Sunday school and Youth Group gatherings and effectively teach material.
* Develop the Youth Ministries budget for approval by the session.
* Lead periodic weekend and weeklong summer retreats and trips.
* Foster an environment that encourages students and families to invite others to join.
* Assist the Director of Faith Formation with planning and implementation of Youth Sunday each year.
* Communicate to the congregation the progress and needs of the Youth Group through writing articles in each First Press, announcements during the worship service, email, and social media.
* Assist relevant committees to recruit, train, and coordinate volunteers for all Youth Group events and church events where youth are involved.
* Coordinate with the Director of Faith Formation to implement Confirmation each year.
* Develop the Youth Advisory Council and serve as ex-officio member of Youth Committee.
* Attend relevant meetings pertaining to the youth of the congregation.
* Any other duties assigned by the Director of Faith Formation.

**Young Adults** (15-20 hours/ week)

**Essential Functions:**

* Assist the Director of Communications with communication tasks that help inform and connect young adults to the ministries of the church, including use of social media and simple graphic design. [i.e. Use Canva to create simple advertisements for events]
* Work with relevant Committees to create and lead fellowship opportunities for young adults and the congregation.
* As directed by the Director of Faith Formation, provide opportunities for young adults to grow in their faith through bible study, Sunday school, or other gatherings.
* Occasionally teach groups of the church such as Sunday School, Wednesday Night Alive, etc.
* Participate in weekly staff meetings, as well as any other meetings assigned by the Senior Pastor.
* Any other duties assigned by the Director of Faith Formation.

**Core Competencies**

* Spiritual maturity and ability to mentor others in their faith journey.
* Compassion, care, and ability to build authentic relationships.
* Creativity in developing engaging programs and activities.
* Team-oriented mindset with strong collaboration skills.
* Problem-solving and decision-making abilities.

**Qualifications**

* Bachelor’s degree (preferred)
* High School diploma (required)
* 1-3 years’ experience in a church youth program
* Ability to build relationships with youth
* Excellent organizational and interpersonal skills
* Excellent written and oral communication skills