

Director of Youth Ministry **(St Teresa of Calcutta / Our Lady of Pompeii)**

Position Description

POSITION TITLE: Director, Youth Ministry

REPORTS TO: Director of Pastoral Ministry

POSITION(S) SUPERVISED: Director of Pastoral Ministry

GENERAL DESCRIPTION: The Director of Youth Ministry is a dynamic disciple of Christ who is passionate about leading youth to a relationship with Him. The director works with parents, volunteers, and staff to implement engaging catechesis, relational ministry, and outreach for students in the community which cultivates and supports the forming of intentional disciples..

SPECIFIC PROGRAMS AND MINISTRIES:

Current programs and ministries the coordinator oversees:

- Middle School Youth Ministry Program
- High School Youth Ministry Program
- College Ministry Program
- Youth / College Trips including Steubenville Conferences, Life Teen and EDGE Camps, local field trips, retreats, etc
- Fundraisers Related to Youth Ministry

RESPONSIBILITIES:

- Develop and execute weekly EDGE (6-8 grade) and Life Teen (9-12 grade) nights
- Develop and execute college ministry sessions based on students' availability
- Maintain presence at local and community gatherings where middle and high school aged parents are present (school concerts, sporting events, town plays etc)
- Collaborate with directors of faith formation, other parish staff, parents and volunteers to fulfill the youth ministry vision of leading teens closer to Christ.
 - Review, evaluate, and develop programs and ministries, long- and short-range goals and objectives with other staff and volunteers.
 - Apply appropriate principles of human development, especially faith and moral development, to catechetical programs.
 - Utilize appropriate methodologies of youth-centered learning.
 - Considers culturally appropriate statics and methods.
 - Submit and work with a budget and (as appropriate) grants
- Coordinate fundraisers that support youth ministry
 - Form and coordinate team(s) who plan fundraising needs and implement fundraising ideas.
 - Tracks expenses and income
- Recruit, equip, and place volunteers according to their gifts and talents and our mission of bringing people to Christ.
 - Work with Protecting God's Children coordinators to ensure volunteers working with children and youth meet the diocese's Safe Environment policies.
 - In conjunction with the other faith formation staff, offer appropriate training and resources to volunteers, especially catechists.
- Involve and support the family as an essential agent in the faith formation process, especially in the faith formation of children.

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- Use and promote media and technology for effective program implementation among staff, parents, and volunteers.
- Share certain responsibilities for the overall care of the department including participating in meetings, inter staff communication, and program registration.
- Is part of the overall parish staff who is always subject to tasks and projects by the pastor.
 - Provides assistance with parish communications, social media and website.

RESOURCES

Coordinator is provided...

- a budget to support programs and ministries,
- an annual performance review,
- and office space with necessary furnishing.

Expectations:

- Keep regular office hours and have flexibility to work evenings and weekends (as required by the ministry)
- Be present for Parish events and provide support
- Seek ways to collaborate with other local parishes as appropriate and beneficial to our youth and parish at large.
- Address any miscellaneous issues related to students in relevant age groups
- Support the vision, mission, goals, and objectives of St Teresa of Calcutta and Our Lady of Pompeii Parishes

QUALIFICATIONS:

- Practicing Roman Catholic with a commitment to his/her own faith life
- Well-developed knowledge of Scripture, the Catechism, Church documents
- Experienced in teaching the faith to adults, youth and children
- Able to communicate with all age groups, from varying cultural and social backgrounds
- Skilled organizer and overseer of catechetical programs that incorporate and build on volunteer contributions
- Sensitive to controversial issues and able to respond according to Church teaching as articulated by the bishop
- Familiar with the uses of media and technology for effective program implementation

MINIMUM REQUIREMENT:

- Education – Undergraduate degree in education, theology, or religious education or comparable ministry experience
- Knowledge and Skills – Proficient with Microsoft Office and have the willingness to learn to use new digital tools and an attitude of life-long learning