

PROVIDENCE

PRESBYTERIAN CHURCH · EST. 1767

**Director of Youth Ministry (non-ordained)
Providence Presbyterian Church
Charlotte, NC**

Full-time Position Summary

- Providence Presbyterian has had an ongoing and active youth ministry to youth and their families and is seeking a person to continue and grow this ministry in creative and Christ-centered ways. The Director of Youth Ministries would be responsible for our ministry to youth in grades 6-12. This full-time position involves coordinating and developing a multi-dimensional ministry to encourage spiritual growth and faith with our youth in church and community.

Responsibilities/Qualifications:

Youth Programming

- Plan and direct a variety of opportunities encompassing spiritual, fellowship, fun, family, and service
- Plan and lead engaging programming on Sunday evenings for Middle School and High School youth
- Plan and participate in youth off-site events: retreats, mission trips, conferences, and other outings
- Organize and lead the annual parent orientation meeting and youth kickoff
- Plan and organize the annual Youth Sunday
- Plan and oversee fundraising opportunities for mission trips
- Create, maintain, and distribute a youth calendar for all youth group activities, events, and trips and coordinate with the general church calendar
- Oversee and coordinate the Confirmation Program (8th Grade) with volunteer class leader
- Occasionally assist with the planning and/or teaching of Sunday school classes
- Maintain contact with youth post-high school graduation
- Recruit and collaborate closely with adult advisors and the Youth Council to plan and run events and coordinate the annual calendar
- Create relationships with rising 6th graders and Junior Youth leaders and provide a smooth, meaningful transition into Youth Group

Relationships with our Youth

- Build and maintain relationships with active and inactive youth and parents
- Foster a sense of community through on-going and regular communication
- Walk alongside youth, creating a safe and open space for learning and engaging the difficult challenges they face

- Provide care and support for youth and families during times of need
- Support youth by attending events such as school musicals, sports events, etc.

Qualities Needed

- Genuine love for youth (a sense of call to Youth Ministry)
- Working knowledge of scripture and a basic understanding of reformed Christian theology
- Energetic and fun
- approachable and welcoming
- Personable and authentic
- Flexible and a team player but also a self-starter
- Good organizational skills
- A deep and lived faith in Jesus Christ and a willingness to communicate the joys and challenges of such faith with our youth

Administrative and Other Info

- Attends staff meetings, works with church staff to benefit all. Ability to work with a wide variety of people
- Coordinate with the Director of Music as it pertains to scheduling and preparation of special worship services, such as Youth Sunday
- Coordinate with our Communications Administrator to promote youth activities through the PPC Weekly Email and social media
- Plan and work within an approved budget for expenditures
- Computer and social media skills such as: Signup Genius, Facebook, Instagram, basic web formatting, MS Office
- Desire and willingness to experiment with technology to better the Youth program
- Personal and professional development through prayer, study, formal training events, conferences, etc.
- Coordinates vacation and study leave through church staff
- Skilled in first aid techniques or be willing to receive such training
- Driver's License required and the ability and willingness to travel locally, nationally, and internationally
- Formal education with bachelor's degree from an accredited college or university; formal theological education a plus
- Prefer 2+ years of experience working with youth in a spiritual, educational, or recreational environment
- *A background check is required for which certain personal information is needed and will be treated with the strictest of confidence.*