

Chamblee First United Methodist Church

Director of Youth Ministry

The Director of Youth Ministry is responsible for providing spiritual oversight, leadership, and inspiration for middle and high school students (6th-12th grade) involved in the programs and ministry at Chamblee First UMC as well as the immediate community. The Director of Youth Ministry is committed to creating a loving, caring and welcoming environment that provides for the mental, emotional, physical, and spiritual well-being of students as they grow in their faith as followers of Christ. The Director of Youth Ministry operates under the direction of the Senior Pastor.

Key Characteristics:

- Demonstrate Christian love for students and their families and a passionate calling to youth ministry
- Possess good interpersonal, communication, organizational, and project management skills
- Be physically able to lead high energy events and travel for extended trips, including nights and weekends
- Be an example of personal spiritual habits and disciplines
- Ability to develop and maintain relationships in the church and the community
- Pursue education/growth opportunities on a regular basis

Key Responsibilities:

- Oversee, plan, and implement the Youth Ministry program, including long-term (1-year) and short-term planning, hands-on ministry, and coordination with youth council and church staff
- Prepare and lead Sunday School, Sunday evening Youth Group, and Wednesday evening Bible study for middle and high school youth (including the selection and development of curriculum, as needed).
- Plan and coordinate other youth activities, including retreats, Confirmation, social events, mission/service opportunities, and worship
- Create, evaluate, and maintain effective communication channels with youth families, church staff, and congregation
- Train and supervise youth ministry volunteers and youth council including Safe Sanctuary guidelines and adherence
- Ensure that adults are properly insured as drivers and follow church policies
- Develop and manage the youth ministry annual budget as approved by the Finance Committee
- Work closely with the confirmation class teachers to plan and transition Confirmands into the youth ministry
- Convene monthly Youth Council meetings to plan and produce an updated two-month calendar which will include topics for each of the instructional times
- Prepare for, communicate, and convene regular parent information meetings
- Attend church worship services on a weekly basis
- Attend and participate in weekly general staff meetings
- Communicate faithfully with the Pastor and staff
- Other duties as needed may be assigned by Senior Pastor

Education, Experience, and Skills Required:

- Bachelor's degree in a relevant discipline
- Minimum of 3 years of experience in paid or volunteer leadership role in youth ministry
- Comfortable working in a church setting, prior church work experience and/or familiarity with the United Methodist Church preferred
- Clear understanding of what makes an effective youth ministry

- Commitment to the church's vision, leadership, and congregation
- Ability to be self-motivated, innovative, and value a team concept of ministry
- Demonstrate strong people and communication skills with ability to listen, communicate to people of all ages and musical background
- Portray a positive, friendly, enthusiastic, spirit and a pastoral heart

Role: Part Time (averaging 30 hours a week)