

ST. JAMES LUTHERAN CHURCH
GETTYSBURG, PENNSYLVANIA

Number 1.20.70
Subject Youth Minister
Effective Date 5/20/03
Revised 09/15/2010, 04/20/2016
Committee Personnel

Organization/Church Employees/Youth Minister

Reports to Pastor

Position Summary

The Youth Minister will partner with the congregation to nurture in children and youth: a deeper relationship with Christ, an understanding of living out their Baptism, a vitalized relationship with the Christian community and a strong commitment to serving others.

Organizational Relationships

1. Play an active role in the operation of St. James as a member of the professional staff.
 - a. Develop a core team who shares in the primary responsibility for youth ministry programs.
 - b. Build and/or maintain networks of congregational support for specific youth ministry programs.
 - c. Attend Youth Ministry Committee meetings to cooperate in planning, organizing, and completing youth programs and activities.
 - d. Attend Christian Education Committee and Church Council meetings as needed or requested.
 - e. Attend weekly staff meetings and participate in staff retreats.
 - f. Provide monthly reports to the Congregation Council and the Youth Ministry Committee.
 - g. Carry out responsibilities as assigned by a pastor.
 - h. Serve as part of the Leadership Team of the congregation.

Principal Accountabilities

2. Collaborate with the Leadership Team to envision, develop and oversee programs for all youth.
 - a. Communicate well with the church staff, parents, congregation and youth and exhibit a spirit of community.
 - b. Plan and execute regular middle and high school youth group functions in partnership with the Youth Ministry Committee.
 - c. Coordinate the elementary youth ministry.
 - d. Develop, announce and publish a schedule of all youth activities.
 - e. Plan and promote youth involvement in worship.
 - f. Plan and promote youth involvement in community service projects.
 - g. Carry out educational programming during Youth Group gatherings.
 - h. Develop and implement summer programming.
 - i. Support Youth Ministry Committee fundraising projects.
 - j. Collaborate with Office Manager and Treasurer to manage the Youth Activities Budget and the Work Camp/Youth Gathering fund.
 - k. Encourage participation in Synod and local ecumenical activities.
 - l. Keep attendance records for all youth activities.
 - m. Develop processes with the Youth Ministry Committee for ongoing evaluation of youth ministry programs.
 - n. Continue contact with college-aged youth.

3. Assist in educational activities of the congregation.
 - a. Help plan and participate as appropriate in activities such as confirmation, Sunday school, Bible study, worship, evangelism, stewardship and community service.
 - b. Help and participate in Vacation Bible School events.
 - c. Coordinate and participate in youth retreats.
4. Extend the ministry of St. James into the community.

Qualifications

1. Ability to share the Lutheran faith.
2. Strong managerial and relational skills.
3. Team building skills: recruiting volunteers, training and supporting them.
4. Excellent communication skills with both youth and adults.
5. Group processing and facilitation skills.
6. Organizational skills: program building, team building, time management, delegation, long-range planning, financial management and budgeting.
7. Ability to relate with empathy and build trust with youth and staff in a group and on a one-to-one basis.
8. Ability to work collaboratively with Pastors, Staff, Congregational Council, parents and youth.
9. Ability to function without direct supervision.
10. Knowledge of adolescent spiritual and personal development, youth culture and sociology.
11. Experience in youth ministry.
12. Previous experience working with youth in a Christian setting is highly desirable.
13. Experience in teaching and/or counseling helpful.
14. Active member of ELCA congregation.
15. Bachelor's degree preferred
16. Completion of Gettysburg Seminary's Youth Certification Program or its equivalent. (If not already certified, commitment to complete such a program at the first available opportunity.)