

# MARVIN UNITED METHODIST CHURCH

## POSITION DESCRIPTION: YOUTH MINISTRY ASSOCIATE

Reports to Youth Ministry Director

**Duties and Responsibilities:** The primary responsibility of the Youth Ministry Associate is to discipline youth in spiritual growth and train them in service to Christ.

1. Lead and teach youth on Sunday mornings as well as lead evening youth programming.
2. Recruit youth from Marvin Church and the community to participate in youth ministry.
3. Develop the Confirmation Class for middle school and high school youth.
4. Develop and implement retreats, mission experiences, activities and other events to help youth grow in their relationship with Christ and in their sense of servant discipleship and mission.
5. Administer the Youth Ministry budget.
6. Develop youth leaders to minister to other youth.
7. Recruit, train, direct and provide structure and support for volunteer youth counselors.
8. Set the calendar for Youth activities and events.
9. Work with other staff to integrate youth into the life of the church.
10. Be available to minister to and counsel youth and their parents.
11. Work with and provide leadership to the Youth Council.
12. Develop and encourage ties between Marvin youth and the Northwest District and the Texas Conference.
13. Foster continued spiritual growth of college aged members of Marvin Church.
14. Participate in continued education including participating in the Perkins School of Youth Ministry.

### Skills and attributes:

1. Possessing personal qualities appealing to youth including being passionate, energetic, enthusiastic and fun, as well as having strong interpersonal skills communicating with and relating to youth. The youth ministry associate must be one in whom the youth can have complete trust.
2. Ability to work and cooperate with other Marvin staff members.
3. Ability to coach and challenge youth as they explore and grow in their faith through shared experiences including retreats, and missions.
4. Maturity and wisdom to provide structure, high expectations and guidance for the spiritual maturing of youth.
5. In addition to knowledgeable teaching and preaching, the Youth Minister must be a mentor and is expected to bear witness to Christ not just in teaching, but in lifestyle.
6. Visionary leadership and organizational skills to lead a church staff team as well as recruiting and training volunteers who minister to a large number of youth and parents.
7. Counseling and pastoral care skills to enable the youth minister to effectively guide youth and their families through the challenges associated with growing up.
8. Administrative skills necessary to organize a budget, plan programs, organize fund- raisers, etc.
9. Excellent verbal and written communication and strong computer skills (including MS Word, Excel, PowerPoint, and database management)
10. Capable of maintaining the website and social media, along with creating graphics for youth department is preferable.
11. Music skills to lead worship and work with youth band is highly preferable.

### Qualifications:

1. A record of successful youth ministry.
2. Undergraduate degree with an emphasis on theology or youth ministry. A Master's degree is preferable.
3. Ability and willingness to affirm and teach Wesleyan theology, especially as it concerns God's grace, the acceptance of different ways of understanding and living out faith in Jesus Christ, and the primacy of scripture as interpreted through the Holy Spirit and guided by reason, tradition (church teaching), and experience. Applicants will be asked to submit a statement of their faith.
4. Can maintain healthy boundaries with their time.