

Kennewick First Presbyterian Church
Job Description
Ministry: Director of Youth & Young Adult Ministry

Purpose of Ministry:

The Director of Youth & Young Adult Ministry position exists to equip youth & young adults to be lifelong disciples of Jesus Christ who participate in Christ's mission at KFPC, in the Tri-Cities, and throughout the world. As such, the Director is responsible for the leadership and continued development of KFPC's youth ministry; this includes recruiting, encouraging, training, and walking alongside youth ministry volunteers, student leaders, and parents/guardians of youth. The Director will also enhance KFPC's ministry to young adults (ages 18-25) by facilitating opportunities for fellowship, study, and service amongst young adults at KFPC & in the wider community.

In addition, depending upon the gifts of the Director, this person will either serve as KFPC's contemporary worship leader or as a communications/technology specialist, with a primary emphasis on managing the church's website & social media presence.

Responsible To:

The Youth Director reports to the Associate Pastor of Spiritual Development and works collaboratively with other Program Staff and the CE/Youth Team.

Ministry Description:

The Director of Youth & Young Adult Ministry is responsible for overseeing and leading KFPC's ministry to youth (6th-12th grades) & young adults (roughly, ages 18-25). * This includes:

- Planning the yearly calendar for mid-high and senior high ministries, in collaboration with other Program Staff and the CE/Youth Team
- Recruiting, equipping, and empowering youth ministry volunteers to be ministry partners in the discipleship of KFPC's youth
- Coordinating all Sunday morning ministries for youth, including recruiting and training youth Sunday School leaders and selecting curriculum
- Coordinating and assuming the primary teaching role for Confirmation Class
- Leading the mid-high and senior high youth groups. This includes recruiting, training, and empowering ministry volunteers and student leaders
- Planning, organizing, and leading youth retreats, special events, mission trips, and service projects
- Engaging in youth & young adult outreach and contact ministry
- Equipping youth & young adults to share the good news of Jesus Christ
- Keeping in contact with and ministering to KFPC's college-age students
- Facilitating opportunities for fellowship, study, and service amongst young adults at KFPC
- Integrating youth & young adults into the wider life of the church, encouraging youth & young adults to participate in Sunday morning worship, & facilitating meaningful connections between youth and faithful adults in the congregation
- Equipping parents to be the primary disciplers of their teenage children, and communicating with parents about the activities of the youth ministry and the spiritual and personal growth of their youth

- Overseeing the development and use of the budget for the Youth & Young Adult Ministry, in collaboration with the CE/Youth Elder and Session
- Supervising, equipping and empowering summer youth ministry interns
- Attending weekly staff meetings, CE/Youth Team meetings, and session meetings when appropriate
- Participating in youth ministry activities within Northwest Coast Presbytery, as appropriate
- Assisting in worship and participating in various other ministry tasks as directed by the Pastor/Head of Staff

* Approximately 75% of total hours allocated to Youth & Young Adult Ministry *

The Director will either serve as KFPC's Contemporary Worship Leader or as a Communications & Technology specialist, with a primary emphasis on managing KFPC's website & social media presence. Specific ministry responsibilities to be determined based upon the gifts/skills of the Director. **

** Approximately 25% of total hours allocated to Contemporary Worship Leadership or Communications/Technology Responsibilities **

Qualifications and Skills:

Bachelor's Degree required, with a degree in Youth Ministry, Theology, Education or a related field of study preferred. Two or more years of experience working with youth in a Christian setting preferred. The Director should possess the ability either to lead contemporary worship music or to develop & manage the church's online presence.

The Director must have a deep and growing relationship with Jesus Christ and possess spiritual maturity, a sound knowledge of Scripture, and a passion for sharing the Gospel with young people. The youth director should possess strong interpersonal skills; the ability to collaborate with staff and volunteers of various ages, abilities and backgrounds; organizational & administrative proficiency; and an awareness of his/her "growing edges." This person should be a self-starter, an imaginative leader, and display a positive attitude and good sense of humor.

Time Commitment:

This is a full-time (40 hrs/wk) exempt staff position, requiring flexibility to meet the programmatic and seasonal needs of youth & young adult ministry. The Director is expected to take an active role in the life of Kennewick First Presbyterian Church. A 3+ year commitment is desired to enable the continued formation of a sustainable youth & young adult ministry at KFPC.

Compensation and Benefits:

A competitive salary will be offered commensurate with educational background and experience. Automobile, Book and Expense Allowances are included. Five days annual study leave is included.

Evaluations:

A self-assessment of performance will be provided to the Head of Staff annually. The Head of Staff, Associate Pastor of Spiritual Development, and members of the Personnel Team of Session will conduct an annual performance appraisal, with input from the CE/Youth Elder to review the Director's performance.