

Director of Youth Ministry

Calvary United Methodist Church

Brownsburg Indiana 46112

Director of Youth, Part-Time

Employee Classification: Office and Other Staff

Type: Regular, Part-Time

Start date: ASAP

Calvary United Methodist Church invites applications from qualified candidates for the position of Director of Youth Ministry. The Church Director of Youth Ministry position is part-time (10-15 hours a week), with flexible hours as needed for various activities and worship. Compensation includes an allowance for continuing education.

Calvary United Methodist, a congregation with 375 members is the only United Methodist Church in the Town of Brownsburg, Indiana and is part of the Central District of the Indiana United Methodist Church. For more information about Calvary United Methodist Church, please go to <https://calvaryunited.org/>.

Job Summary:

As a key member of the professional staff of Calvary Church, supporting the Senior Pastor and Associate Pastor in carrying out all ministries, the Director of Youth Ministry must be able to demonstrate the ability to comport him or herself in a manner consistent with a Christian environment. This person shall have shown prior experience in this regard. The Director is a positive, assertive, loyal employee who creates a pleasant work environment in which all persons are welcomed. The Director of Youth Ministry maintains confidentiality and is able to work effectively in a fast-moving environment. This leadership position will focus primarily on middle school through high school and their families. The Director of Youth Ministry will facilitate and implement the ministry vision and values as shared by the Senior Pastor, Associate Pastor, Staff Parish Relations Committee, and Executive Team. The Director of Youth Ministry will work to provide our youth God's love through a balance of programs and activities focused on:

- Worship: to honor and obey
- Discipleship: to equip, mentor, and nurture our youths' and families' relationships with Jesus Christ
- Fellowship: to promote connection, conversation, and compassion
- Ministry: to discover, develop, and nurture our youths' God-given gifts and potential
- Evangelism: to reach out and share God's Good News
- Community Service: to put their faith in action by serving others

Reports to: Associate Pastor, Staff Pastor Parish Relations Committee

GENERAL RESPONSIBILITIES AND ESSENTIAL DUTIES:

- Maintain a healthy and growing spiritual life and lead parents, teachers, and volunteer leaders to do the same.
- Build a creative, quality youth program that includes worship, study, fellowship, mentorship, and service opportunities.

- Regular check-in with Supervisor to build strong communication
- Build networks with community organizations and the Brownsburg Schools while looking for ministry opportunities.
- Encourage and develop systems for intergenerational mentoring of our youth.
- Create a warm and inviting environment with activities and programming for each age group that will facilitate learning and encourage deep spiritual growth.
- Experiment, encourage, develop, equip, and support leadership among our middle and high school students.
- Imagine, design, organize, schedule, staff, and supervise Sunday School and other church-youth sponsored programs, events, and outreach activities.
- Work with the Senior Pastor and Associate Pastor to learn about curriculum and other resources available for teens to select appropriate resources for study and growth.
- Connect with staff for communication, team building, and support.
- Ensure thorough communication with families, checking and responding to emails, voicemails, and mail.
- Develop meaningful personal relationships with parents, their children, and volunteers through a variety of mediums, including the Midweek Message, Sunday bulletin, direct mail, email, bulletin boards, website, Facebook and other social media platforms.
- Establish an inclusive, safe and welcoming environment; foster discipleship; encourage thinking, conversation, and sharing of ideas.
- Be aware of and responsive to emotional and mental health among teens.

Performs all other duties, tasks and initiatives contributing to the success of the church as assigned by the Senior Pastor.

KEY COMPETENCIES AND QUALIFICATIONS:

- Has Bachelor's degree or one to three years of experience.
- Uses God-given abilities and skills, with basic knowledge of human development, to listen and to communicate with all ages, to relate well to the youth, to think creatively, to be an energetic leader and self-starter and team player, to be capable of empowering volunteers along with delegating responsibility and following up, and to teach and mentor with patience and an accepting heart.
- Able to speak comfortably in a public forum.
- Able to engage, inspire, and nurture teens in an enthusiastic way.
- Embraces the mission, vision, and values of Calvary United Methodist Church.
- Is flexible in hours and scheduling.
- Has positive references with education or demonstrated experience in youth ministry and/or human development, in leadership and leadership development, has a background in recruiting, training, and motivating volunteers.
- Demonstrates spiritual gifts: has evidence of active and growing discipleship; feels called by the Holy Spirit to Youth Ministry; is a servant-leader with a passion to grow God's kingdom through outreach ministries, prays fervently, dreams like Jesus.

- Is attentive to the hopes, concerns, and needs of youth in our community and advocates for them.
- Proves personal character to be approachable and warm; understand the importance of confidentiality and professional discernment.

WORKING CONDITIONS AND DEMANDS:

This role requires the ability to effectively communicate and to operate a computer and other standard office productivity equipment. The position involves sedentary work as well as periods of time moving around an office environment and the campus. While performing the responsibilities of the job, the employee is required to sit and use their hands and fingers to handle or feel or type or play. The employee is required to talk and hear, stand, walk, reach with arms and hands, climb stairs or balance, stoop or kneel, and lift at least 20 pounds to move equipment and materials. Vision abilities required by this job include close vision for use of computer and ability to read materials related to directing music and worship. The person in this role must be able to perform the essential functions with or without an accommodation.

Application Instructions:

Interested applicants should send a letter of interest, a resume, and a contact list for three references by mail or email.

By mail to: Calvary United Methodist Church
ATTN: Youth Director Search
575 W. Northfield Dr.
Brownsburg, IN 46112

Or by email to: office@calvaryunited.org

For questions, please contact:

Rev. John Kamau Nyota jnyota@calvaryunited.org or 317-852-2541, extension 4