



## Youth Engagement Director Job Description

**Reports to:** Senior Pastor

**Status:** Part-Time 10 Hours Per Week, 10-month position

**FLSA:** Non-Exempt

**Approved By:** Leadership Council

**Effective Date:** Pending Approval

### Job Summary

The Youth Engagement Director is someone that is solidly rooted in progressive Christian values and is eager to shape our youth to be people of faith who are willing to make a stand for social justice, ask the big questions about life's mysteries, and to model Jesus's example of loving our neighbors. This person will accomplish this through overseeing our Sunday School program, middle and high school youth program, involving youth in our worship life, by inviting our adults to take an active interest in shaping our youth, and connecting our youth's lives to the "big picture" of Spirit of Peace's mission. Most importantly, this person is someone who will welcome our youth and celebrate them for the beautiful individuals that they are.

Please send a cover letter, resume, and list of three references to Rev. Charles D. Owens at [pastor@spiritofpeacesf.org](mailto:pastor@spiritofpeacesf.org). The goal is to have a candidate selected by late July/early August to start sometime before September 1<sup>st</sup>. The full job description is available upon request.

### Core Competencies:

**Team Player:** This employee is a part of a highly motivated team consisting of paid staff and volunteer lay leaders. The Youth Engagement Director strives to be an effective team player who contributes positively to the overall success of the team.

**Loves Children:** This person must have a heart for working with youth and takes an active role in nurturing them. Youth have an uncanny ability to determine which adults genuinely care for them and which ones do not. This person aspires to be the adult that cares.

**Values All Ages:** Spirit of Peace is blessed to have a program consisting of 30 to 40 children between the ages of infancy and high school. Many of our parents value that we have a program that invites children of different ages to participate. The Youth Engagement

Director will need to be someone who values this integrated approach, and works to make an environment that welcomes youth of all ages.

**Adaptability:** As anyone who has worked with children knows, they come to the table with different experiences, needs, and wants. This person sees the beauty in the unexpected and is flexible in adapting their plans depending on the needs of the youth in that moment.

**Creativity:** The ideal Youth Engagement Director is someone who will keep young minds attentive by being creative in approaching programming and classroom sessions. Engaging youth through the arts, field trips, bringing in guest speakers, and interactive lessons are strongly encouraged.

**Shared Values:** Spirit of Peace identifies as a progressive, diverse, and inclusive church. The Youth Engagement Director is someone who will inspire youth to embody these same three values in their lives.

**A Passionate Teacher:** The Youth Engagement Director is excited about teaching youth, and works to coach other adults in the congregation to also be passionate about teaching.

## Essential Functions:

- Weekly:
  - Teaches/recruits teachers for Sunday School and weeknight youth programming
  - Attends Tuesday staff meeting, if available
  - Sends out weekly emails to young families about upcoming weekly activities
- Monthly:
  - Meets with the Youth Engagement ministry team
- Annually:
  - Develop theme for programming year and purchases/writes/revises curriculum for all classes.
  - Works with Social Action ministry team on “9-Week” Trunk or Treat
  - Coordinates Christmas pageant
  - Coordinates Easter egg hunt
  - Oversees June VBS program, in collaboration with other churches
  - Reports to the congregation in December annual meeting on activities for the calendar year
- Ongoing:

- Communicates/publicizes youth ministry events to youth, young families, and congregation
- Works with Director of Congregational Life to recruit volunteers as needed
- Works with Senior Pastor to integrate youth into the greater life of Spirit of Peace
- Reaches out to First Congregational/other churches for youth ministry opportunities
- Orders supplies, as needed
- Monitors Youth Engagement budget

### **Minimum Qualifications:**

- High school degree required; bachelor's degree preferred
- Teaching experience preferred
- Experience organizing and leading programs
- Familiarity with churches and progressive theology

### **Physical Requirements:**

- Able to lift small children
- Clean up any messes/incidents that might occur

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