

Center Grove Presbyterian Church

Edwardsville, IL

Youth Ministry Director Position Description

Center Grove Presbyterian Church seeks a part-to- full time Youth Ministry Director with a passion for God and discipling young people. Responsibilities include planning and leading activities for middle and high schoolers. Preferred requirements: Bachelor's degree, along with pursuit of theological training for pastoral ministry (MDIV or Equivalent).

About our Church:

Center Grove Presbyterian Church belongs to the Presbyterian Church of America and is decidedly reformed in its beliefs and teaching. We exist to magnify the glory and grace of the sovereign God by worshipping Him as revealed in Holy Scripture, proclaiming the Gospel of His grace, building mature followers of Jesus Christ, and raising a family of caring believers. Our church size is approximately 150 members.

Primary Ministry Responsibilities:

Nurture Growth of Faith - Provide a positive Christian role model and shepherd our youth toward salvation and the maturation of their faith in the triune God of the Bible. This includes worship attendance and helping them live out their faith and Christian worldview in their daily lives, particularly as they encounter challenges to their beliefs in the secular culture. We also want to help and encourage them to share the Gospel with their friends, so that they also share in the joy of worshipping God.

Lead Activities - Arrange for a variety of activities, both at church and off-site, that will attract our youth and their friends to the church and hold their interest. On the whole, the activities need to include a good balance of fun and learning. Our congregation is very supportive and helpful with these activities, but we are looking to the Ministry Director to generate creative ideas and provide the leadership to bring the ideas to fruition. We also want to have our youth increase their contribution to the health and vitality of the church through their participation in our ministries.

Outreach – We want to increase the number of people who are worshipping God in spirit and truth. To that end we will encourage outreach activities to local schools and Southern Illinois University – Edwardsville.

Maintain Communication Channels – Our youth and young adult ministry leader must establish and maintain clear and regular communications with the youth, parents, Session, and senior pastor. This will include participation on our Discipleship Committee to help convey plans, successes, and areas requiring assistance. The senior pastor must also be consulted and kept informed of all activities and the particular spiritual needs of individuals needing extra support.

Church Participation - Participate in the life and work of the church. This will include worship, prayer, Sunday School (participation and teaching), committee participation, and fellowship.

Prepare Budgets and Documents - Prepare an annual budget and present it to the Discipleship Committee fiscal committee in November of each year, administer the budget throughout the year and submit a financial report at the end of the year. Other documents, such as youth handbooks, brochures, activity attendance reports, permission slips, health forms, adult background checks, and safety guidelines must also be maintained, distributed as necessary and monitored.

Secondary Ministry Responsibilities:

If you have excellent music skills and are able and willing to lead the music ministry, we would be eager to learn of your qualifications, interests, and ambitions in this area. Please feel free to highlight this aspect of yourself within your cover letter.

Position Description:

- Part time (20-25 hours/week) to full time work (as responsibilities grow and develop) with flexible hours.
- Weekend and after hours work are required.
- Compensation will be commensurate with experience and skill set.
- Benefits will include a laptop and wireless allowance, monthly phone allowance, mileage reimbursement, a coffee and lunch fund, and professional development funding for purchases of books, webinars and additional training.

Position Requirements:

- Bachelor's degree along with pursuit of theological training (MDIV or Equivalent).
- Bold witness for Christ.
- Disciplined and faithful devotional and prayer life.
- Thorough understanding and ability to communicate and teach reformed doctrine.
- Youth ministry experience is preferred.
- Stable life situation.
- Youth shepherding skills
- Excellent interpersonal and group communication skills, speaking and listening.
- Strong organizational skills, including priority and time management
- Strong social media skills
- Professional in appearance and conduct
- Driver's license and clean driving record.
- Background check required.
- Pre-employment drug testing

Essential Traits:

- Bold witness for Christ.
- Disciplined and faithful devotional and prayer life.

- Highly Self-Motivated
- Initiator (visionary and goal setting)
- Self-manageable
- Quick thinker and reactor
- Detail focused
- Effective people skills
- Shepherding/Leadership

Key Performance Measurements:

- Annual Self Evaluation
- Annual Ministry Appraisal
- Annual Performance Evaluation

If interested in this position, please send a cover letter plus resume/CV to church@centergrove.org with your name and Youth Ministry Director in the subject line. Thank you.