



GRACE FELLOWSHIP

Youth Director & Operations Manager

Grace Fellowship seeks a passionate and dynamic individual to join our team as a Youth Director (Grades 6-12). Our Youth Program is still developing, so this is an opportunity for a Youth Director to come build and lead a vibrant youth program, as well as develop and mentor our young people in their faith journey. The ideal candidate will have an entrepreneurial spirit, a strong sense of leadership, and be an effective communicator. We hope this individual will help establish a longer-term (e.g., 5-year) strategic plan for the Youth Program at Grace Fellowship. We are looking for someone with a deep passion for youth and a strong commitment to building relationships with young people and their families.

This is a full-time position reporting to our Senior Pastor with a competitive salary and benefits. If you are a passionate and dedicated individual with a heart for young people, we invite you to apply and learn more about us.

About Grace Fellowship

Grace Fellowship (<https://gracefellowship.faith>) is a newly-particularized PCA church of ~100 members/regular attendees and ~30 youth between 6-12th grade. Many in our membership have been attending church together for over ten years, and our congregation is comprised mainly of young families. We are located in Newton, MA.

Our mission is to glorify God by loving Him, loving others, and making disciples. We strive to create an environment where people can experience the transforming power of God's grace and develop a deeper relationship with Jesus Christ. Through Biblically-based preaching, uplifting worship, and intentional community, we seek to encourage spiritual growth, equip individuals for service, and foster a genuine love for God and one another.

We believe that each member of our community brings a unique perspective and contributes to the richness of our church family. Whether you are a college student, single adult, young couple starting a family, parents with children, or empty nesters, we hope that you will find a place to connect, worship, and grow together in your faith. As a new church, we are excited to invite you to join us on our journey of faith, growth, and service.

Grace Fellowship Youth Program

Our vision for the youth program at Grace Fellowship is to see young people transformed by the love of Christ, equipped to impact their world, and empowered to live out their God-given purpose. We want our youth and their friends outside the church to discover and cultivate a deep and authentic relationship with Jesus. We want our youth to have a strong foundation rooted in Biblical truths and a love for Scripture. We hope our youth will build meaningful relationships and want to create a safe space to share their joys, struggles, and ask questions. We also want to equip our youth to serve those around them, whether in our church or the local community, and to reflect the love of Jesus boldly wherever they may go after Grace Fellowship. We invite you to join us as we invest in the next generation, shaping them into influential leaders who will make a difference in their families, communities, and beyond.

Youth Director Responsibilities (30-35 hours per week)

- Plan and lead youth programs and activities, including regular meetings, retreats, and community outreach events
- Develop and implement curriculum and teaching materials that engage youth in their faith journey and provide practical application for their daily lives
- Build relationships with youth and their families, providing pastoral care and support as needed
- Mentor and disciple young people, providing guidance and support as they navigate their Christian faith, e.g., curriculum for confirmation
- Recruit and train volunteers to assist with youth programs and activities
- Collaborate with other church staff members and ministry teams to integrate youth into the life of the church
- Keep up-to-date with current trends in youth culture
- Identify opportunities for outreach, service, and partnerships in the local community

Youth Director Requirements

- Deep passion for youth and the ability to contextualize teachings and activities to engage with youth in a meaningful way
- Strengths in building relationships and sharing the gospel with seeking/questioning/non-Christian youth
- Previous experience working with youth in a church or ministry setting
- Strong communication and interpersonal skills, with the ability to connect with young people and build positive relationships with their parents and families
- Demonstrated ability to plan and lead youth programs and events
- Ability to work collaboratively with other church staff members and volunteers
- Demonstrated commitment to personal spiritual growth and development
- Bachelor's degree preferred

Operations Manager (5-10 hours per week)

[Note: This is an optional part of this role; if desired, we are able to accommodate the youth director role as a part time position and omit this operations support role]

In addition to the primary role as Youth Director, we are hoping that while the Youth Program grows, this individual would be able to assist in supporting the many growing operations of our church. Broadly, these responsibilities will not require more than 5-10 hours per week and largely consist of the following:

- Assist Grace Fellowship Senior Pastor in the regular operations of the church
- Assist in coordinating operations for Sunday morning service

Salary / Benefits - for Full Time role (inclusive of Operations Manager responsibilities) ***[Indicative package reflected below; salary and benefits package will be finalized with candidate]***

- Salary: \$50,000 - \$65,000 [Depending on structure of role]
- Health care allowance to help cover medical and dental premiums and other healthcare-related cost
- 403(b) retirement savings plan: Employer contribution of 4% of salary, plus up to additional 3% matching of employee contribution
- Vacation: 15 days
- Allowances for business and ministry expenses, as well as books and professional development
- Spiritual Formation Care: 1 day per month for the purposes of regular personal soul care
- To be modified if candidate prefers a part-time youth director role

Please send your CV/resume, cover letter, and anything else you'd like to share to youth-director-application@gracefellowship.faith

bruce@gracefellowship.faith