

**St. Paul's Episcopal Church
510 West Main Street
Franklin, Tennessee 37064**

JOB DESCRIPTION – YOUTH MINISTER

OUR CHURCH

St. Paul's is committed to ministering in the Name of Jesus Christ as a parish of the Episcopal Diocese of Tennessee and of the Episcopal Church in the United States of America. All employees, whether or not they subscribe to the doctrine and discipline of this Church, are expected to carry out their duties in accordance with the basic purpose of St. Paul's. St. Paul's employment policy is non-discriminatory.

In a very real sense, each employee is a minister of the parish, and so the quality of work and attitude displayed by each employee should reflect this sense of dedication. Thus, all people coming in contact with the church office, clergy and lay, members and non-members are to be treated with the care, attention, and respect they deserve.

JOB DESCRIPTION

Support the ongoing youth ministries for Grades 6-12 at St. Paul's Episcopal Church by building deep and meaningful relationships, modeling a Christ-like lifestyle and faith, assisting and leading ministry events, aiding in the transformative education of students, and becoming actively involved in the life of St. Paul's.

QUALIFICATIONS

- A respect and appreciation for the Episcopal Church's expression of faith.
- A lifestyle that reflects an authentic commitment to Christ and one that can be modeled for youth.
- An enthusiastic desire to engage with and learn from young people and parents alike.
- Ability to help parents determine spiritual goals for their students
- Ability to recruit and raise up leaders.
- Ability to naturally connect with and serve well with all people.
- Ability to manage time, complete assignments, and initiate new and creative ideas.
- Must possess a minimum of a bachelor's degree, experience in youth ministry, basic administrative skills and knowledge of publishing programs and Microsoft

Office applications, be proficient in social networking and be a positive role model.

- Experience preferred in an established successful youth program.
- Participate in training programs mandated by the Episcopal Church, including a background check.
- Be able to create and execute a long-term vision for St. Paul's Youth Ministry.
- Be able to collaborate with others to accomplish short-term as well as long term communication strategies.
- Feel called to youth ministry, love young people, and have a passion for evangelism and outreach, both personally and at the ministry level.
- Demonstrate a genuine love and maintain a good rapport with young people, recognizing both the marginalized as well as the engaged youth.
- Maintain good relationships with youth, parents, and staff, keeping them informed on ongoing activities and encouraging involvement and communication, which should include a variety of tools including, texting, email, Facebook, Twitter, and other social media as well as parish-wide written and electronic communications.
- Be able to exercise initiative and independent judgment.

DUTIES

Lead and organize effective youth programs implementing fellowship, worship, biblical teaching, and discipleship, as well as ministry, retreats and mission opportunities. Specifically, it would be anticipated that the youth minister would be present on Sundays during morning worship hours and would lead either Catechumenate or other youth Christian formation.

Be present and lead our Episcopal Youth Group (EYG) on Sunday evenings.

Be available for counseling and spiritual direction to youth on an individual basis.

Assist in the development and oversight of the youth ministry budgets; also manage student fees for events and trips in a timely fashion.

Be knowledgeable about the teachings of the Episcopal Church and able to authoritatively lead Catechumenate training.

Must be skilled in volunteer recruitment for youth programs and projects and be able to effectively delegate authority when necessary.

Seek to integrate youth ministry into all phases of church life to create a culture that is intentionally intergenerational, striving to unite with and complement other church ministries.

Must bring fresh ideas to fund-raising projects for the youth.

Be mentored by the Rector and Associate Priests, remaining accountable and responsive to their oversight of the Youth Minister's ministry. Must engage in professional development to grow skills and bring fresh ideas to youth programs.

Must attend weekly church services at St. Paul's Episcopal Church and encourage youth to attend regular church services with the youth minister.

Must work well with other churches in the diocese on common projects.

Attend Vestry meetings and present monthly reports.

Present a yearly youth budget proposal.

Characteristics of an ideal youth minister would also include an energetic and outgoing personality that would welcome newcomers and encourage those who've resisted participation in youth activities in the past.