

Job opportunity available at First Presbyterian Church in Shakopee, MN

We have a need for a part-time **Youth Director** to lead programs and activities for Jr. and Sr. High youth.

This is a great part-time (average 20 hours/week) opportunity to build on an existing program in order to create a supportive learning environment that is interesting, welcoming and educational within our church family. You will develop and lead programs which align with Presbyterian theological doctrine, but are also accepting of other cultural and religious beliefs. You will create opportunities which help form excellent world citizens of our youth through mission and community outreach programs. We will look to you to provide individual and group support and guidance to the youth as they explore their religious and moral beliefs. Adult volunteers are critical to the success of any youth program so it will be important for you to organize, lead and engage these volunteers to assist you in your efforts.

The minimum qualifications for this role are:

- Faith experience with a Christian beliefs foundation. You must be familiar with basic faith components. Presbyterian or affiliated background is preferred
- Minimum 2 years undergraduate college or equivalent work experience. Previous youth leadership experience is desired
- Experience with and affinity for leading youth activities for Jr and Sr High youth; knowledge of developmental, behavioral and social issues associated with this age group, and ability to lend guidance in these areas is critical
- Good oral and written communication skills
- Good computer skills
- Leadership skills and moral character which serve as an excellent role model to Jr. and Sr. High youth
- Good organizational skills and attention to detail
- Ability to engage youth and parents in overall programming
- Affinity for and desire to work with volunteers for needed activity support

Essential Functions:

- Staff resource person: Lead and serve the youth and church by furthering our current youth program. This would include devotional lessons during the weekly Youth Group meetings, leading mission projects and trips, youth outreach and community involvement.
- Volunteer Coordination: Recruit, train and nurture volunteers in Youth Ministry.

-Relationship with youth, families and congregation: Develop one on one relationships with individual youths and their families, including those who have not yet connected into the youth program and are “inactive”; call on youths in their homes when necessary, make contact with them in their community and school settings. Follow up on needs of youth to maximize participation and individual benefit of church youth experience. Help youth cultivate relationships with the congregation as the whole body of Christ.

-Communications: Ensure comprehensive and effective methods of communication are in place with youth and parents through e-mail, meetings, announcements in church bulletin and newsletter, etc. Utilize communication avenues for information dissemination, ensuring current program information and schedule kept current. Create and distribute monthly newsletter using most effective distribution method.

-Progress and activity reporting: Keep the Pastor and the Christian Education Commission informed regarding Education, fellowship, mission and community outreach programs through the preparation and distribution of timely reports.

-Miscellaneous: Perform other related duties as assigned by the Pastor or Session, including attendance at Session as requested to communicate upcoming programs or to report as needed. Liaise with the Session leader and Christian Education Commission regarding Session involvement and communication with our youth programs.

Who is Shakopee First Presbyterian Church (SFPC)

We have a long history of serving God “south of the river”. FPC was founded in 1855 to serve early inhabitants and settlers of this area. We are proud that our outreach and mission continues today – we recently observed our sesquicentennial celebration! We are known as a church who will listen to the needs, concerns, sorrows and joys of its own people and those in the community. We put a strong emphasis on praying together for guidance in how we will respond to God’s will, and in how we may be “God’s hands at work.” We rejoice that we share questions, grow in love for Christ and are being transformed together according to God’s purposes.

Check out our website at <http://www.shakopeepresbyterian.org>

To apply for the Youth Director position, please email your resume to:

Pastor Bev Modlin
liventhusiastically@gmail.com

Shakopee First Presbyterian Church
909 Marschall Road
Shakopee, MN 55379
(952) 445-3562

Shakopee First Presbyterian Church
909 Marschall Road
Shakopee, MN 55379
(952) 445-3562
Pastor Bev Modlin (liventhusiastically@gmail.com)

POSITION DESCRIPTION

<u>POSITION TITLE:</u>	Director of Youth Ministry	<u>REPORTS TO:</u>	Pastor
<u>POSITION STATUS:</u>	Part time Regular	<u>PAYROLL:</u>	Semi Monthly
<u>REGULAR HOURS:</u>	Average of approximately 20 per week		

PRIMARY OBJECTIVE OF POSITION

To create a supportive learning environment within the church family that is interesting, welcoming and educational to Junior and Senior High aged youth. To develop and lead programs which are congruent with Presbyterian theological doctrine, and yet are accepting of other cultural and religious beliefs. To create opportunities which help form excellent world citizens of our youth, through mission and community outreach program. To provide individual and group support and guidance to the youth as they explore their religious and moral beliefs. To organize, communicate, lead and engage adult volunteers for all programs offered to youth at SFPC.

MINIMUM QUALIFICATIONS

(Experience, education, licenses, certifications, and specific knowledge, skills and abilities required for the position)

1. Faith experience – Christian beliefs foundation – familiar with basic faith components. Prefer Presbyterian or affiliated background.
2. Minimum 2 years undergraduate college or equivalent work experience. Previous youth leadership experience is desired.
3. Experience with and affinity for leading youth activities for Jr. and Sr. High youth. Knowledge of developmental, behavioral and social issues associated with this age group, and ability to lend guidance in these areas.
4. Good communication skills, both oral and written.
5. Good PC skills.
6. Leadership skills and moral character which serve as an excellent role model to Jr. and Sr. High youth.
7. Well organized, attentive to detail.
8. Enthusiastic, high energy – ability to engage youth and parents in overall programming.
9. Affinity for and desire to work with volunteers for needed activity support.

ESSENTIAL FUNCTIONS

(Fundamental duties necessary to achieve the objective of the position)

1. **Staff resource person:** Lead and serve the youth and church by furthering our current youth program. This would include devotional lessons during the weekly Youth Group meetings, leading mission projects and trips, youth outreach and community involvement.
2. **Volunteer Coordination:** Recruit, train and nurture volunteers in Youth Ministry.
3. **Relationship with youth, families and congregation:** Develop one on one relationships with individual youths and their families, including those who have not yet connected into the youth program and are “inactive”; call on youths in their homes when necessary, make contact with them in their community and school settings. Follow up on needs of youth to maximize participation and individual benefit of church youth experience. Help youth cultivate relationships with the congregation as the whole body of Christ.
4. **Communications:** Ensure comprehensive and effective methods of communication are in place with youth and parents through e-mail, meetings, announcements in church bulletin and newsletter, etc. Utilize communication avenues for information dissemination, ensuring current program information and schedule kept current. Create and distribute monthly newsletter using most effective distribution method.
5. **Progress and activity reporting:** Keep the Pastor and the Christian Education Commission informed regarding Education, fellowship, mission and community outreach programs through the preparation and distribution of timely reports.
6. **Miscellaneous:** Perform other related duties as assigned by the Pastor or Session, including attendance at Session as requested to communicate upcoming programs or to report as needed. Liaise with the Session leader and Christian Education Commission regarding Session involvement and communication with our youth programs.

PERFORMANCE STANDARDS

Performance will be evaluated on quality of work, quantity of work, job knowledge, initiative, communications, working with others, and adherence to SFPC Personnel Manual policies and procedures. Evaluations will be done at the following intervals: three month probationary review upon hire; thereafter, annual review.