

First Christian Church, 57 Providence St., Everett, PA 15537
Director of Youth and Family Ministry Job Description

The Director of Youth and Family Ministry is responsible for planning, conducting, and evaluating a comprehensive youth and family ministry. This is to be done in cooperation with the Christian Education Committee and designated Deacon and Council representatives.

Terms of Employment:

- Employment is subject to satisfactory job performance and annual review by the Christian Education Committee and designated Deacon and Council representatives.
- Full-time position requires a minimum of 35 flexible hours per week. Office hours to be determined by the Director and supervised by the Christian Education Committee and designated Deacon and Council representatives.

Educational Requirements:

- Minimum high school graduate. Bachelor's or higher-level degree preferred.
- Biblical training, youth and family ministry experience, and/or other related fields.

Prerequisites for Employment:

- Required state and federal clearances (Act 34 Criminal History, Act 151 Child Abuse, Act 24 of 2011, 24 PS 1-111, Law for Federal (FBI) Background Checks).
- Submit three references in relation to background, qualifications, and Christian character (include names, addresses, and telephone numbers).
- Share your Christian testimony and Christian experience.
- Agree with the First Christian Church doctrinal statement.
- Must be/become a member of First Christian Church.
- Must attend worship and Sunday school at First Christian Church.

Administrative Duties:

- Meet with the Christian Education Committee to plan, schedule, and carry out all youth activities. This includes working in cooperation with the Christian Education Committee members to carry out those plans.
- Meet with the Christian Education Committee to plan, schedule, and carry out all family ministry activities. This includes working in cooperation with the Christian Education Committee and designated Deacon and Council representatives to carry out those plans.
- Prepare, submit, and administer a youth and family ministry budget for the new church year in consultation with the Christian Education Committee and designated Deacon and Council representatives.
- Prepare Youth and Family Ministry annual report.

Youth Ministerial Duties:

- Lead and/or be responsible for youth during Youth Group meetings.
- Plan, coordinate, and oversee a Children's Church ministry.
- Assist the Christian Education Committee with planning and coordinating Vacation Bible School.
- Disciple and equip mentors and leaders from those within to be able to lead and teach younger children.
- Be available to youth and parents beyond regular church ministries.

- Be available for potential community youth ministry.
- Maintain appropriate and legal confidentiality.

Family Ministerial Duties

- Develop family ministry that is all inclusive for church family members. This may include social activities outside of the traditional Sunday school and church worship.
- Develop an intergenerational ministry for the church family.

Other Duties:

- Assist the Pastor when necessary.