

**JOB DESCRIPTION
CHURCH YOUTH DIRECTOR
FIRST UNITED METHODIST CHURCH, QUITMAN**

The Youth Director position reports to the Pastor and is intended to enhance the growth of the youth of the church, grades 7 through 12, with the goal of making disciples of Christ for the transformation of the world through the youth ministries of the church.

The Job Responsibilities include but are not limited to:

- Plan and coordinate weekly Sunday School, the morning prayer breakfast, UMYF and WNL programming
- Plan and coordinate youth trips; i.e., Mission Trips, Mystery Trips, movie trips, transportation to sporting and other community events
- Communicate frequently and efficiently with parents about what is occurring in our community
- Work with other youth groups to plan events; i.e., "See You at the Pole", "Saw You at the Pole", "Fields of Faith", "D-Now", youth Easter egg hunt, "Back 2 School"
- Communicate regularly with the youth and be aware of what is occurring in their lives
- Coordinate needed volunteers to youth events and programming
- Regularly attend games, plays and other events in which our youth are involved
- Visit school lunches on a weekly basis to visit our youth, get to know their friends and be aware of what is occurring inside our schools
- Participate in Church Council
- Look for ways to grow and challenge the youth in their faith
- Evaluate and discern the use of any curriculum used by the Youth Department
- Plan and work within the Youth Ministry budget

Other Job Functions:

- Assist with set-up for various church events; i.e., WNL, VBS
- Prepare and communicate via the phone tree
- Read scripture at 11:00 a.m. service
- Prepare and preach the sermon when needed
- Assist with planning and coordinating church-wide functions
- Operate the sound system and audio/visual equipment for various events
- Assist with weekly duties of the church when needed
- Aid in communication from church; i.e., Facebook, emails
- Unlock church doors when needed

This description is intended to cover essential information to understand the scope of the job but is not intended to list every area of responsibility, skill and duty that may become a part of this job.