

Youth Ministry Coordinator

Job Description

Position Overview:

The Youth Ministry Coordinator is responsible for coordinating a dynamic and comprehensive ministry for youth from grade 7 through grade 12 and their families. This person will be part of the Education, Youth and Family committee and report to the Pastor. This position includes, but is not limited to, youth programs, special events, and small group sessions. Additionally, the Youth Ministry Coordinator will recruit and equip adults to assist in the day-to-day function of the ministry.

Position Responsibilities:

Collaboration

- Work collaboratively with the Education, Youth and Family Committee to establish a sustainable model of youth ministry.
- Work with and train teams of adult volunteers to lead programming, fostering long term engagement between youth and adults.
- Partner with parents and caregivers to keep them connected and informed.
- Work with the pastor and Education, Youth and Family Committee to facilitate a vision for youth ministry that includes annual goals and regular assessment.

Relationships

- Build and maintain relationships with youth, families, and adult leaders through group and individual interactions.
- Integrate students into the life of the church by encouraging and assisting them in community service opportunities, encouraging them to serve in worship, and helping them to work with other adult members.
- Maintain healthy relationships with volunteers in which volunteers feel valued, prepared and seen.

Programming

- Coordinate youth programming including regular middle and high school youth group meetings, some Sunday morning classes, small group Bible study, and youth focused worship services throughout the year.
- Assist with Confirmation Ministry
- Coordinate and participate in retreats, trips and service activities which encourage involvement with synod youth as well as other relevant organizations.

- Plan and supervise recreational activities for high school and slightly older youth.

Administration

- Communicate program information to youth, parents, and the church through a variety of media in a timely fashion. Create avenues of consistent contact with parents.
- Help communicate expectations for parents and youth in programs.
- Ensure that all church guidelines are followed including Safe Gatherings “best practices” and Peace’s transportation policies.
- Ensure that records for youth and volunteers are up to date and shared with staff.
- Track attendance for events and follow up with visitors to programs.
- Help arrange summer camp, mission, and service opportunities for youth.
- Attend required staff meetings, relevant committee meetings, and one-on-ones with executive leadership.

Qualifications:

The ideal candidate should have a passion for youth ministry and should exhibit high integrity, sound judgement, an ability to handle challenging situations with quick decision-making and problem-solving skills, and a good sense of humor.

Candidates must have:

- leadership and relationship skills for empowering young people, volunteers, and parents,
- a demonstrated commitment to working with young people, parents, and volunteers in a high-energy and dynamic environment,
- good communication skills,
- ability to plan and execute programs for youth,
- High school diploma and at least 2 years of higher education or equivalent,
- Experience in youth ministry, Christian education, or similar is especially welcomed.

The salary range for this position is \$20,000-\$25,000, depending on qualifications and experience, and requires approximately 20 hours per week including some nights, some weekends, and a few multi-day trips. Benefits include a flexible work environment, and a supportive and committed team of volunteers and coworkers. The Coordinator must hold a valid driver’s license and own a vehicle with insurance and a safe driving record. Employment at Peace Lutheran requires a background check, openness to drug screening, completion of Ministry Safe programs, and completion of all application forms.

Qualified candidates should send a cover letter and resume to jobs@peacelutheranbcs.org .

Church Profile:

[Peace Lutheran](#), located in College Station, TX, near Texas A&M University was founded in 1977, and is a member congregation of the Evangelical Lutheran Church in America. The church remains a very mission focused, grace centered community to this day, with an active emphasis on joy in worship, including an adult choir and handbells. The congregation currently has 281 baptized members and 151 households. Peace Lutheran Church is an Equal Opportunity Employer.