

DIRECTOR OF FAMILY AND YOUTH MINISTRY

EDINBORO UNITED METHODIST CHURCH

Qualifications: The Director of Youth and Family Ministries shall:

- Possess a minimum of a high school diploma or equivalent. Bachelor's degree in a relevant field preferred.
- Have experience leading children and/or youth activities, and a passion for working with these age groups.
- Practice a lifestyle that reflects and encourages a close, personal relationship with Jesus Christ, consistent with United Methodist discipline and theology.
- Possess strong personal convictions, yet demonstrate a caring, empathetic demeanor that respects diversity in church visitors, congregants, and community members.
- Demonstrate strong organization, administration, and communication skills, and a high energy level.
- Demonstrate the ability to work effectively without immediate supervision.
- Possess or develop excellent skills in relationship development, teaching and training, empathy and support, managing volunteers, and visioning/goal-setting.
- Maintain Act 33 and Act 34 clearances, as well as an FBI Clearance.

Responsibilities: The responsibilities of the position of Director of Youth and Family Ministries shall include, but not be limited to the following:

A. Under the guidance of the Lead Pastor:

1. Create a sustainable children and youth ministry that is inviting to those in the community as well as in our congregation.
 - a. Conduct weekly youth meetings.
 - b. Conduct monthly children's activities.
 - c. Conduct monthly youth activities outside of the weekly youth meetings.
2. Be an advocate for children, youth, and families, educating the congregation and community on the hopes and needs of these populations.
3. Resource and oversee the Age Level Coordinators for the children and youth Sunday School program, working in conjunction with the Intentional Faith Formation (IFF) Committee.
4. Serve on appropriate committees as appointed or suggested by the pastor.
5. Identify and access resources that are designed to address the needs of children and youth.
6. Recruit and train volunteers to assist and support in Children and youth programs and activities.
7. Serve as a liaison with community organizations and groups.
8. Participate in training relevant to the position as directed by Pastor and/or SPRC.
9. Communicate appropriately using all available resources (email, social media, text messages, newsletter, phone, apps such as "Remind", etc.).
10. Ensure that Safe Sanctuary policies and practices are observed in all ministry activities.

Position available immediately. 25-30 hours per week, salaried professional status.

Open and inclusive congregation of "doubters, dreamers, disciples", one block from Pennwest University at Edinboro. In-person and virtual streamed weekly worship, multiple small group connection opportunities, music program including choir and praise band, strong mission and service presence locally and beyond.

Applicants should submit a cover letter, resume, and three reference letters to: office@edinboroumc.org.

Review of applications will begin March 1, 2023, and continue until position is filled. Zoom or in-person interviews will be conducted as viable candidates are identified.

Church located in Edinboro, Pennsylvania.