**Job description**

**Position Description: Director of Youth Ministries-Part Time**

Purpose: Strengthen, support, and encourage a vital ministry for and with youth and their families that builds an environment for gaining wisdom, growing faith, gathering courage, cultivating friendship and expanding wholeness.

**Ministry Responsibilities**

* Work with the Pastor, the Council for Christian Education and its subcommittees to create and implement faith formation curriculum and program ministries for youth grades 6th to college age and their families.
* Recruit, train, motivate, and supervise volunteer leadership dedicated to all youth educational ministries including Sunday School, Tuesday Nights Together, off-site studies and experiences, special events and service opportunities.
* Assist with planning and implementation of seasonal and short-term educational programing for youth including a domestic mission trip for Jr Highs and an international mission trip for Senior Highs.
* Cultivate and support warm and strong connections between all families, members, and visitors of the church and the broader life of the Church.
* Assist pastoral staff and Board of Deacons with care giving as it relates to families and youth.

**Administrative Responsibilities**

* Coordinate proactive communications for Youth Ministries through newsletters, email/eblasts, weekly announcements, website content, social media and others as needed
* Work with the office staff to supervise the recording and maintenance of program databases, financial records, scholarships, facilities use and calendar that relate to youth ministries in the life of the congregation
* Meet with the Pastor and staff regularly

**Qualifications**

* Confident faith and hope filled spirit
* Demonstrated ability to engage with children and families in a ministry setting
* Proven leadership and strong communication skills
* Experience in teaching and mentoring children
* People skills that exhibit kindness, inclusivity, commitment to faith formation
* Proficiency in event planning and budget keeping

Job Type: Part-time

Pay: $25.00 per hour

Expected hours: 20 per week

Benefits:

• Flexible schedule

Ability to Commute: First Presbyterian Church, 824b Waukegan Road, Deerfield, IL 60015

Work Location: In person

Start date: June 2, 2025