Job Title: Director of Youth and Young Adult Ministries & Outreach

Reports To: Pastor & Religious Education Board

Status: Half Time, Exempt, Salaried, Approximately 20 Hours per week.
Flexible schedule, including weekends and evenings.
Position opened to ordained and lay individuals with appropriate experience

Salary: Competitive Salary, using the UCC Compensation Guidelines.

PRIMARY DESCRIPTION:
The Director of Youth and Young Adult Ministries will be responsible for the development and implementation of a Christian education program that nurtures the faith formation of youth, and young adults, through studies in spiritual exploration, community service, a mentoring program and fellowship. He/She will manage the study program, help to create with the Pastor and Religious Education (RE) Board the study and other parts of the program and help to conduct outreach to youth and young families in our community. He/She along with our Pastor, RE Board and members of the congregation will help with the responsibility for growing participation of current and new individuals in the program and in the activities and ministries of PCC. Importantly, he/she will take primary responsibility for appropriate outreach, programing, marketing the program, and visibility in the community. He/She will collaborate with PCC Church ministries to create a comprehensive and diverse faith based program to facilitate and create opportunities for youth and young adults to grow in faith and in the understanding of Christian service. He/She will be sensitive to the cultural, social and individual needs of participants while ensuring the wellbeing of all participants involved in the program in accordance with safe church practices of PCC Safe Church Policy (to be formalized)

RESPONSIBILITIES:
· Work with the Pastor and RE Board to set goals and priorities for PCC Youth and Young Adult Ministry and Outreach Programs and in the development of the content of the study program for youth and young adults. This will include helping to develop a faith driven curriculum and helping to create a calendar of events and programs.
· Maintain communication with participants and their families as appropriate. Possibly creating weekly email or text blasts and writing articles for the PCC Newsletter and Website and PCC social media platforms.
· Along with the RE Board help to establish a yearly budget for the program and work within that budget.
· Attend regular meetings of the RE Board and meetings with the Pastor as appropriate.
- Develop and lead monthly classes and activities
- Lead the program to include its classes, activities, social events, and community service opportunities along with the current Confirmation Program.
- Be available, or coordinate the availability of a mentoring program.
- Be available, along with other church leaders and participants to provide visibility in the community and at community events and be available to program participants and their families.
- As is possible, plan a youth summer mission trip or event, lead in fundraising for it and lead the trip or event itself with other PCC ministry, lay and parent leadership.
- Establish a pool of student leaders to serve on a Youth Leadership Committee
- Recruit and collaborate with parents and other adult leaders.
- Be an active member of the PCC family, welcoming guests at worship services, through the confirmation program helping to plan the actual confirmation service and a membership program for youth and young adults.
- Assist the Pastor and other church leaders to nurture the church’s relationship with PCC Nursery School.