

Trinity United Methodist Church

605 West Golf Road, Mount Prospect, IL 60056 847.439.0950 www.trinitymp.org

Job Title: Director of Youth Ministry
Reports to: Pastor
Status: 15 hrs/wk
FLSA: Exempt
Vacation: 4 weeks PTO
Salary: \$19,000 annually

Trinity United Methodist Church - Our Vision and Values: At Trinity, we are a church family that spans generations, sharing God's love and opening our arms to everyone. Every person is valued here, and we see each one as a reflection of God. Regardless of age, race, ethnicity, sexual orientation, gender identity, physical or mental condition, marital status, family circumstances, or financial position, you're warmly welcomed to fully participate in our church community. Rooted in the life and teachings of Jesus, we seek to grow in love, nurture spiritual growth, intentionally connect with our nearest neighbors, and serve others with compassion. We want to equip and empower our community to be deeply committed Christians, embracing the values of family and faith, diversity and inclusivity, compassion and curiosity. We believe that God is calling us to be a center for community, with Christ at the center.

Job Summary: The primary responsibility for the Director of Youth Ministry is to make disciples of Jesus Christ for the transformation of the youth and their families.

Essential Functions:

- Youth Ministry for 6th-12th graders (approximately 40 hrs/month):
 - Recruit, guide and coach the Youth Ministry helpers and leaders.
 - Find Sunday School, Confirmation and Youth Group curricula and resources appropriate to the needs and goals for Trinity's teens in middle school and high school.
 - Coordinate and facilitate Sunday School for youth, including recruiting and equipping teachers as needed.
 - Prepare for, plan and lead weekly youth group meetings outside of Sunday morning (i.e. Sunday nights).
 - Design, implement, teach and coordinate the confirmation program, in collaboration with the pastor.
 - Plan, implement, and lead summer youth mission trip(s).
 - Create new and innovative strategies to foster connections between the youth.

- Family Ministry: (approximately 8 hrs/month – shared responsibilities with Director of Children Ministry):
 - Coordinate and facilitate ministries with parents and families.
 - Work in collaboration with the pastor and other program staff to plan and offer ministry in line with the church's direction and vision.
 - Offer ongoing spiritual/pastoral care for families and youth as needed, in collaboration with the pastor.
 - Create opportunities for youth and their families to learn and serve together.

- Other Responsibilities: (approximately 12 hrs/month):
 - Maintain and review Child Protection Policy standards and records for program volunteer background checks.
 - Publicize events through church bulletin, website, social media, and worship announcements.
 - Provide weekly communication to families of youth via email and text.
 - Participate in weekly staff meetings.
 - Attend other meetings as needed.

Minimum Qualifications:

- Strong personal faith with a welcoming mindset
- Spiritually and emotionally mature, able to relate well to youth (ages 12-18 yrs) and their parents
- Knowledge of Biblical and spiritual traditions and willing to learn about United Methodism
- At least one year of experience as a leader in a Christian Education and/or Youth Ministry setting
- Experience in creation of ministries that connect with youth and families
- Skilled in recruiting and training volunteers, while nurturing and sustaining leadership teams
- Passionate about expanding Trinity's outreach beyond our congregation to connect with individuals new to the Christian faith and within our local Community
- Ability to facilitate small group discussion with youth and adults
- Ready and able to take initiative (Self-Starter, Action-Oriented)
- Proven interpersonal skills—particularly with youth and their families
- Proficient in writing and public speaking
- Ability to maintain confidentiality