

Director of Youth Ministries
First United Methodist Church
1032 Maple Ave. Downers Grove, IL
Full-time Position Description

Position Objective

Minister to the spiritual growth and needs of the junior high and senior high youth

Accountable to:

The Senior Pastor(s) and the Staff Parish Relations Committee

General Description of Responsibilities

Be a spiritual guide and mentor for junior high and senior high age-youth, relating to them both as individuals and as a group and helping them to grow in faith and understanding. Develop programs that foster this growth through fellowship, activities, sharing, and community service.

Specific responsibilities include:

1. Provide leadership for United Methodist Junior and Senior High Youth Fellowship
 - a. Organize and promote fellowship activities, as well as recruit adult chaperones.
 - b. Lead events and activities to promote a balance of fun, religion, social interaction, and church and community service.
 - c. Develop a schedule for youth access to the Youth Center of 10-15 hours per week to include some time on weekday afternoons and evenings in addition to Sundays.
2. Support the Annual Chapel Choir Tour
 - a. Work with the Chapel Choir Director and Music Coordinator to assist in planning and supporting the yearly high school Chapel Choir Tour.
 - b. Provide prayer and sharing of joys and concerns for the choir.
 - c. Recruit adult leaders for the tour with the help of the Chapel Choir Director.
3. Recruit a planning team of high school-age youth and adults to plan and implement a summer High School Youth Mission Trip.
4. Provide leadership for the Junior High Onward Bound confirmation program that includes:
 - a. Identify/develop the curriculum for 22-24 weekly sessions (September to late March).
 - b. Recruit volunteers to teach and provide other support for the educational sessions.
 - c. Organize and support Onward Bound service activities.
5. Organize and Oversee the team that runs the Tent Rental Program fundraiser and other fund raising for the junior and senior high youth programs.

6. Organize and promote an annual junior high mission focus.
7. Work with the Director of Christian Education to develop and administer the junior high component of Church Camp.
8. Work with the Director of Christian Education to recruit and train high school age church camp counselors.
9. Communicate effectively with parents of the youth about the church programs and how they can support them.
10. Serve as liaison attending monthly Youth Ministries Work Area meetings comprised of adult and youth members of the church.
11. Participate in church staff meetings.

All of the policies of the local church as found in the Employee Handbook also apply to the conditions of this position.

Preferred Qualifications:

1. Demonstrates qualities such as maturity, leadership and energy level to relate and interact with junior high, senior high, and college-age individuals.
2. Possesses post-high school coursework focused on education, religion, and/or social work.
3. Evidences a history of experiences in a church culture.
4. Resides/willing to reside in the western suburbs of Chicago.

Revised August 2018

Compensation will be commensurate with the qualifications of the candidate and the job description.

This position is subject to completion of a clean background check, as required by the church's Safe Sanctuary Policy.

Please email 1) your resume and 2) a statement about why you feel this job is right for you to Thomas R. Roose, Chair of the Staff Parish Relations Committee of the First United Methodist Church of Downers Grove, IL to Roosework@aol.com

If you have questions about this position, please contact either Thomas R. Roose (Roosework@aol.com), Senior Pastor Claude King (Claude@dgfumc.org) or Associate Pastor Anna Voinovich (Anna@dgfumc.org).