

Trinity United Methodist Church

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

Trinity United Methodist Church, a vital, growing congregation in suburban Chicago, seeks a Director of Youth Ministries.

This position is part time (15 hours/week), and will involve both online and in person experiences of ministry and connection.

For more information and/or to apply, please contact Rev. Wendy Hardin Hermann: pastorwendy@trinitymp.org

Job Summary: The Director of Youth Ministries will lead young people in grades 6-12 in ministries which encourage and equip them to grow in Christian discipleship.

Essential Functions:

- Coordinate and facilitate all ministries with youth including Sunday School, regular youth group meetings, and confirmation class
- Plan Sunday School curriculum and recruit teachers for middle school and high school classes (timing of weekly online Sunday School TBD)
- Create, empower and equip an ongoing team of youth ministry volunteers
- Prepare for and plan weekly activities outside of Sunday morning (i.e. Friday or Sunday nights)
- Plan and implement summer youth mission trip(s)
- Provide regular communication to families of youth via email and text, and social media
- Publicize youth events through church bulletin, website, social media, and worship service announcements
- Design, implement and coordinate confirmation program, in collaboration with the pastor
- Coordinate and facilitate ministries with parents and families of youth

Other Responsibilities:

- Participate in weekly staff meetings
- Offer pastoral care and support as needed, to youth and families
- Attend Church Council (bimonthly) and other meetings as needed, including Potential Youth Leadership Team

Minimum Qualifications:

- One year of experience in a youth ministry setting (as a leader, helper, or active participant)
- Experience in creation of online ministries that connect with youth, in the era of covid-19
- Spiritual and emotionally mature, able to relate well to youth and their parents
- Excellent computer skills, including knowledge of Microsoft Word, Outlook, Excel, PowerPoint, Google Docs, Internet, Social Media
- Comfortable with/willing to learn Zoom and Facebook/Instagram Live
- Good communication skills: writing and public speaking
- Experience in a faith community: as a member, volunteer, or staff person

Physical Requirements:

- Ability to engage and supervise high-energy youth

Core Competencies:

- Ability to facilitate small group discussion with youth and adults
- Knowledge of biblical and spiritual traditions with United Methodism
- Ready and Able to take Initiative (Self-Starter, Action-Oriented)
- Proven Interpersonal skills—particularly with youth and their families
- Oriented towards team work and empowering new leaders
- Ability to maintain confidentiality