YOUTH MINISTER JOB DESCRIPTION

1. General Responsibilities
   The Youth Minister provides vision and coordination for the parish’s efforts in ministry to people from 6th through 12th grades. This includes high school and middle school meetings, monthly activities, educational and sacramental preparation for confirmation. The Youth Minister is the lead adult and supervises all Youth adult volunteers.

2. Accountability
   The Youth Minister is a member of the parish staff who reports directly to the Rector.

3. Responsibilities
   The Youth Minister will be responsible for:
   • Attending regular staff meetings
   • Participating in staff planning
   • Communicating to staff about Youth Ministry activities
   • Seeking staff input in planning Youth Ministry activities
   • Being a resource person to parish staff on issues related to Youth and Youth Ministry
   • Serving as the liaison with the Vestry and Youth
   • Coordinating and approving curriculum to be presented at Youth meetings.
   • Coordinating with adult volunteers the programming, educational materials, and events which will serve the Youth of our parish grades 6th through 12th.

PARISH YOUTH MINISTRY RESPONSIBILITIES
The parish Youth ministry program integrates Youth confirmation preparation into a comprehensive ministry to, with, by, and for young people. The Youth Minister’s Youth Ministry responsibilities include:
   • Facilitating the Youth Leadership Team, which is responsible for planning, implementing, and evaluating a comprehensive Youth ministry program
   • Coordinating the recruitment, training, supporting, and evaluating of volunteers in the Youth ministry program
   • Developing a systematic and intentional plan for adolescent confirmations that utilize a creative variety of formats, settings, and timeframes
   • Providing resources (print, video, diocesan events) for effective programming
   • Providing appropriate training for the adults and young people in leadership positions, including a future position on the church Vestry for a student aged 16 or older
   • Coordinating the confirmation program
   • Fostering the involvement of young people in the life of the parish, including serving on various parish committees and being involved in parish activities
   • Coordinating the outreach to and evangelization of all young people in the parish
   • Providing appropriate services and programs for parents and adolescents.
   • Serving as the liaison with the diocesan office of youth ministry and their programs, services, and resources

4. Relationships
   • Rector: your immediate supervisor
   • Parish Staff: close cooperation and communication and seek staff involvement and input. Including providing the Communications Manager with information regarding Youth events, news, and activities in a timely manner
   • Parish Vestry: attend meetings as needed and provide Youth ministry report
   • Parish Committees: communicate and collaborate with appropriate committees
   • Parents and Parishioners: regular communication and seek input as appropriate.