

*Using Christ's love as our example, we seek to
INSPIRE, CELEBRATE, and EQUIP children and youth
as together we explore and live out our relationship with God.*

Director of Youth Ministry

Seeking: An adult with experience and/or training in youth ministry to coordinate multiple aspects of our Youth Ministry Program for Middle School, High School, and College students in collaboration with a Pastor, a group of Youth Advisors, and the Christian Nurture for Youth Committee.

Time Commitment: 20 hours/week. Due to the nature of ministry, work hours will be varied.

Compensation: \$19,000-\$23,000 annually, includes two weeks vacation per year.

Reports to: Pastor

Position Description: (purpose, authority, scope)

As a church family, we desire to uphold our baptismal vows to guide and nurture our children by word and deed, with love and prayer, encouraging them to know and follow Christ and to be faithful members of his church. We desire to challenge and uphold our youth as they journey with us in faith. The Director of Youth Ministry (DYM) seeks to be faithful to God's call in his/her life while ministering to the youth and their families.

The DYM will be responsible for planning, organizing, publicizing, and facilitating all youth ministry programs and events. The DYM lead weekly Middle School and High School youth group meetings, fundraisers, Sunday education classes, lock-ins, and other special youth events throughout the year.

Principal Responsibilities:

- Plans and organizes the Youth Ministry Program
- Meets regularly with the Pastor
- Attends weekly staff meetings and monthly Christian Nurture for Youth Committee meetings
- Maintains a calendar for youth ministry meetings and events
- Creates publication materials for youth ministry events
- Coordinates volunteers as needed for programming
- Handles registration for presbytery retreats and summer mission trips
- Communicates with youth and their families, as needed, via e-mail, phone, and/or text messages
- Leads Middle School and High School youth group meetings and events
- Actively engages with the youth and participates in all activities
- Prepares materials for youth group meetings and fundraisers
- Purchases food and supplies for programs and events, as needed
- Leads games, music, prayer, devotionals, small group discussions
- Coordinates set-up and clean-up for youth events and activities
- Develops and nurtures relationships with students in the youth program
- Attends worship at Valley Community Presbyterian Church on a regular basis

- Encourages youth to fully participate in the life of the church
- Is open to attending sporting events, plays, music recitals, etc. to support the youth

Education/Certification/Desired Skills:

- Has at least one year of experience and/or training in youth ministry
- Has knowledge of the reformed faith as expressed in the Constitution of the PC(USA) and ability to share personal experience of faith; Has knowledge of the polity and procedures of the Presbyterian Church (U.S.A.)
- Able to use and work with Microsoft Office software, including Word, Excel, Publisher, Power Point, and Outlook
- Understands youth are valuable members of the church
- Enjoys being with youth and the gifts they bring to the church
- Maintains an attitude toward the youth that is loving, nurturing, caring, and non-judgmental

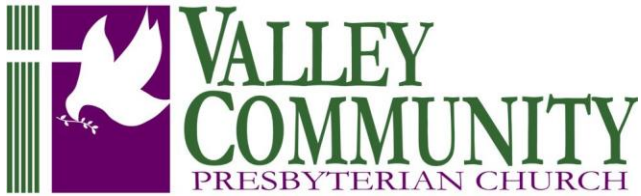
Work Environment Considerations: (Overtime, hazards, physical such as lifting, standing, reaching, and mental such as fast-paced, deadlines)

- Ability to travel to program related meetings and events
- A benefit of this position may be the possibility of on-site housing
- Opportunities for continuing education are included

**Send cover letter and resume to the following:
David Jimerson, Personnel Chair
david.a.jimerson@gmail.com**

Questions/Comments, contact the church office: 503.292.3537

*Criminal Misconduct Policy for all adults working with children and youth: You must complete and submit the form titled "**Criminal History Check Authorization**" for the purpose of providing protection from criminal misconduct by employees or volunteers to the programs and activities at or sponsored by Valley Community Presbyterian Church. Until the Criminal History Report is approved, you will not be able to serve in any youth or children's ministry.*



8060 SW Brentwood
Portland, Oregon 97225-2355
(503) 292-3537
FAX: (503) 292-4272
www.valleycommunity.org

Director of Youth Ministry Application

Name: _____

DOB: _____

Address: _____

Phone(s): _____

E-Mail: _____

1. Why are you interested in serving as the *Youth Ministry Coordinator* at Valley Community Presbyterian Church?

2. What experience do you have in planning, organizing, communicating, and publicizing?

3. What experience do you have working with youth (6th-12th graders)?

4. What gifts do you bring to youth ministry?

5. What previous experience(s) have you had in the Presbyterian Church (U.S.A.)? (If none, what experience have you had in another Christian church?)

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6. How would you describe yourself in one sentence?

7. What type of environment would you hope to nurture with youth?

8. List 5 statements pertaining to your personal faith and convictions.

1.

2.

3.

4.

5.

Signed: _____

Date: _____

Thank you for your interest in this position! Please refer to the Director of Youth Ministry Position Description for more information on the purpose, responsibilities, commitment, and compensation.

Please return this completed application to David Jimerson via e-mail (david@valleycommunity.org) or by mail: 8060 SW Brentwood, Portland, OR 97225.