

Director of Youth Ministry

Hibben United Methodist Church , a growing church in Mt. Pleasant, SC is looking for its next Director of Youth Ministry. This person would work in partnership with the Sr. and Associate Pastor, all Ministry Staff, Youth Council and Church Council to oversee ministry that meets the spiritual needs of youth grades 7-12 who attend Hibben as well as those in the community. The Director will oversee weekly programming and special events, build relationships with youth outside the church walls, and recruit and equip a team of volunteers.

The Director should have a vital, personal relationship with Jesus Christ and be committed to living and modeling a godly lifestyle inside and outside of church. S/he should have at least an associate's degree, experience and maturity in youth ministry, and attend services weekly at Hibben United Methodist Church. This person should also have strong interpersonal skills and have the ability to create a loving and inclusive environment for youth across varied backgrounds.

Applicants should send a resume and cover letter to: Ted Summerford, Chairman of SPRC
tws1070@comcast.net.

Hibben United Methodist Church Staff Job Description

Position: Director of Youth Ministries

Job category: Part Time, Salaried

Reports to: Pastor(s)

Oversight: Staff Parish Relation Committee (SPRC)

Duties and Responsibilities will require irregular hours, domestic and international missions, lock-ins and recreational trips.

Overall Responsibilities:

Responsible for the administration, supervision and leadership of the local church youth ministries and programs (Grades 7 – 12).

Leadership:

- Prepare a written Annual Plan of events and activities to support youth program.
- Conduct annual evaluation of Annual Plan implementation.

- Establish and Guide the recruitment and training of volunteers for youth ministries and programs.
- Develop relationships with youth, parents and families to include implementation of an outreach strategy to engage youth and families external to Hibben.
- Develop a team concept with Youth coordinators, UMYF leaders and Youth Council.
- Develop a relationship with all Hibben staff members in order to work together as a ministry team.
- Plan recognition events and ceremonies for youth, such as, graduations, academic and sports achievements.
- Attend Church Council meetings and other meetings as necessary in order to advise these groups on the progress, needs and success of the church youth program

Program Administration/Coordination:

- Primary responsibilities include, but are not limited to, the direction, coordination and implementation of Youth programs at Hibben UMC, such as:
 - United Methodist Youth Fellowship
 - Youth Sunday School program
 - Mid-week programs
 - Youth summer activities
 - Youth mission trips and retreats
 - Special event Sundays that involve youth
- Plan/coordinate/participate in special programs and events (retreats, camps, mission projects, Salkehatchie, VBS and other events) for all youth encouraging participation in fellowship, evangelism, outreach, missions, and ministry opportunities. NOTE: Compensation is included with base salary and all approved expenses for the special programs / events will be covered by Hibben.
- Sufficiently communicate to youth, parents, pastor staff and congregation any relevant and necessary information. Communication methods should include, but are not limited to email, cell phone texting, social media (Facebook/Instagram), church bulletin and phone calls. Coordination with Hibben Communications Director as required.
- Evaluate and select youth curriculum and activities based on sound biblical and United Methodist theology.
- Manage youth budgets with financial responsibility.
- Ensure UMYF Code of Conduct compliance and provide coaching and counseling with Youth and Parents in the event violations occur.
- Will assist Director of Children's Ministries as needed in the administration of Hibben's Safe Sanctuary policy and ensure that that all youth and youth support persons comply with the Safe Sanctuary policy.

- Conduct annually Youth Council Nomination Process of appointment for Youth Council members.
- Conduct bi-monthly Youth Council Meetings to engage for leadership development.
- Coordinate with Music Director to insure youth have a music program in place. (example Youth Praise Band or Choir)
- Responsible for coordination of all activities relating to Confirmation.
- Provide staff support to confirmation leaders.
- Attend worship services weekly at Hibben.
- Consult with the Staff Parish Relations Committee as needs arise.
- Participate in professional development annually.

Requirements: [Meet qualifications for Workers with Children and Youth Safe Sanctuaries](#)

Update: JUNE 2018