

# Youth Minister: Grace Church - Episcopal

## Overview:

Grace Church is seeking a part time youth minister to help in the formation and growth of our youth and our program. Paired with this job is an additional responsibility of coordinating our Sunday Ministry Teams, which is only a few hours a week (but will assist youth minister in getting to know the congregation and finding ways for youth to serve and be included in the life of the church).

## Desired Skills:

- Connects well with diverse people - especially middle/high schoolers, but also parents
- Charisma and ability to draw in new people, foster relationships, and maintain community/belonging
- Good communicator – with kids, parents, church staff
- Ability to think theologically, lead Bible study, and facilitate conversation on important topics of faith and life
- Ability to organize events, plan and execute details
- Social Media Savvy
- Preference given to adults 25 years old and up

## Primary Responsibilities:

### *Youth Ministry*

- Being a mentor, leader, and friend - and holding this responsibility with compassion, integrity, and spiritual maturity.
- Working with Priests to shape vision, goals, curriculum for youth ministries (6-12<sup>th</sup> grades)
- Weekly Youth Group meetings/events (August-May)
- Summer Mission Trip and other community building events throughout Summer
- Forming community and a place of belonging within the church for youth
- Attending to the Spiritual formation and growth of our youth as they mature and own their faith
- Work with Vicar on the Youth Ministries Annual Budget; Calendaring; Promotion of Youth events in e-News, Announcement slides, Facebook, etc.
- Cultivate youth ministry volunteers to assist youth minister

### *Ministry Coordinator*

- Manage and support Sunday Ministry Teams – Altar Ministry Team, Readers, Chalice bearers, psalmists, hospitality teams
- Assist in training of ministry teams when needed
- Recruiting new volunteers
- Weekly scheduling of the Rota (the rotation) using Signup Genius and managing substitutions

### *General*

- Cleanup/ setup weekly for events and help clergy in tidying building
- De-cluttering and organizing where/when needed to promote hospitable presence of buildings
- Other duties as assigned

### **Workload:**

- Part Time – 15 hrs per week
  - In addition to youth group Wednesdays this includes - Planning time, communication with youth, meeting youth for coffee/lunch, occasionally attending youth's games/plays/etc.
  - Staff meeting monthly, weekly check-in with Vicar
  - Includes Sunday morning
  - 1-2 hrs week on Ministry Team Coordination
- Available Christmas Eve, Holy Week, Easter, and other special services
- Youth Mission Trip in the Summer

### **Compensation:**

- Salary - \$18 hr (\$14,040 annually)
- Business expenses for 1:1's and mileage
- Includes three weeks Paid time off (up to three Sundays, not including Mission Trips) preferably when school is out.

### **TO APPLY:**

*Applicants should email a resume and responses to the following questions to Fr. Tim Baer – [tim@graceyukon.org](mailto:tim@graceyukon.org)*

*Applications and interviews will be on a rolling basis.*

- 1) *What is your church background (denomination, level of participation, etc)*
- 2) *What is compelling to you about Jesus?*
- 3) *What do you know about the Episcopal Church & what compels you to apply at Grace Church?*
- 4) *What are your hopes for this job/ministry?*