

Youth Ministry Coordinator (YMC)
Zion Lutheran Church, Lake Crystal, MN

MINISTRY VISION

Our vision for youth and family ministry at Zion is to nurture children of God who are Faithful + Connected + Compassionate. This is carried out through Sunday School (preK-6th grade), Confirmation ministry (7th/8th grade), and age-specific programming for youth in grades 9-12.

The primary objective of the ministry is **faith formation**, as we provide the safe place youth crave where they can explore the deep questions about life, faith, belonging, identity, and where God fits into all of it.

POSITION DESCRIPTION

The Youth Ministry Coordinator (YMC) is a part-time, lay professional called to provide creative and effective leadership to build an expanding youth ministry. This person will:

- Help post-confirmation youth (grades 9-12) continue to grow in faith and stay connected with Zion;
- Nurture compassion and service in youth (grades 7-12) through regular service projects, and
- Encourage youth to be fully integrated with the ministries and worship of the congregation, so that they are equipped for doing ministry as they discover and develop their personal gifts.

The YMC will work in partnership with parents, volunteers, and the Pastor in developing and carrying out this ministry.

QUALIFICATIONS

1. Possesses a vital faith in Jesus Christ, as well as a basic working knowledge of the Bible and Lutheran theology.
2. Is an active member of an ELCA congregation (or one of its full-communion partners) and is willing to join this congregation as a member or associate member.
3. Has a passion for building relationships and helping middle and high school youth to know Jesus and grow in their faith and discipleship.
4. Possesses effective leadership skills in communication, teamwork, organization, event budgeting, and time management. Able to maintain highest standards of confidentiality
5. Certification or other training in Youth Ministry practices and models.
6. Previous experience leading and/or developing a Youth Ministry program.
7. Willingness to pursue additional training and continuing education opportunities.
8. Must have a valid driver's license, be 21 or older, and pass driving history and criminal background checks.

ACCOUNTABILITY

The Youth Ministry Coordinator is responsible to the Pastor, congregation council, and Youth Ministry Team. Annual performance reviews will be performed by the Personnel Team.

RESPONSIBILITIES.

1. Develop and promote service opportunities for youth in grades 7-12 and their families:
 - a. Identify and connect with potential service partners in the community (local, greater Mankato, and/or Twin cities).
 - b. Plan, organize, and implement service events twice per quarter (8 per year).
2. Develop, organize, and implement faith formation activities to build community and support the ministry vision described above:
 - a. Grades 9-12: Provide monthly events (i.e. “Youth Group”) that incorporate fellowship, Bible study, and connect Christian faith with daily life.
 - b. Grades 7-8: Provide quarterly fellowship events to complement Confirmation Ministry experiences. The YMC is not expected to participate in weekly Confirmation classes, but may be asked to assist with special activities, such as Winter Warm-Up or lock-ins.
 - c. Summer Events/Retreats: Provide organizational support for special events (e.g. retreats at Green Lake, ELCA Youth Gathering, mission trips). YMC will participate in overnight/special trips only as they fit into the budgeted hours for the position, and with prior Council approval for expected overtime.
 - d. Build relationships with middle and high school youth and their families through regularly-scheduled activities, service events, and fellowship, and in other venues as opportunity arises and time permits.
3. Volunteer Development and Supervision:
 - a. Recruit, equip, and coordinate adult leader volunteers to help carry out youth and family ministry program.
 - b. Implement appropriate youth safety policies regarding volunteers and supervision of events.
4. Worship:
 - a. Advocate for and develop ways for youth to fulfill leadership roles within weekly and/or special services.
 - b. Attend worship periodically, approximately once a month.
5. Communicate effectively with families and the congregation:
 - a. Compose announcements for print publications including Newsletter and bulletin.
 - b. Utilize social media, email, and text messaging to reach families and community.
 - c. Utilize all media to share and celebrate the ministry of our youth.
 - d. Contribute to the Annual Report, including a summary of ministry and financial reporting for the Youth Fund.
6. Manage budget/finances for youth activities:
 - a. Plan for and manage the Youth Group budget line.

- b. Together with the Pastor, manage activity income/expenses through the Youth Fund.
 - c. Provide leadership for three annual fundraisers: Easter Breakfast, Youth Group Lenten Supper, and Summer Trip Lenten Supper. The YMC is **not** expected to do fundraisers to support regular programming.
 - d. Provide organizational support for special fundraising projects (e.g. for summer trips).
7. Meet regularly with the Pastor to plan and coordinate ministry activities and communications.

COMPENSATION:

- This position will be paid hourly, approximately 30 hours per month. Compensated time will include planning, program time, and setup/cleanup for events.