

**ST. JOHN XXIII PARISH
YOUTH MINISTRY DIRECTOR – FULL DESCRIPTION**

RESPONSIBILITIES

PROGRAM DEVELOPMENT:

- Collaborate with pastor, staff, parents, children, and volunteers to develop a youth ministry program that engages youth-both inside and outside of the parish to foster a relationship with Christ.
- Develop the curriculum and format for weekly meetings for middle school and high school students and as needed for college students.
- Plan an annual calendar of events (i.e., retreats, pilgrimages, camps, conferences, missions, etc.)
- Incorporate Christian Service opportunities for the youth and families involved in the program
- Collaborate with other youth ministers for a stronger, healthier youth program.

DISCIPLESHIP:

- Commit oneself to daily prayer as foundation for evangelization.
- Meet with students at school and school activities to build relationships, encourage them in their faith, and to invest the lives of the students.
- Meet with parents as needed to help them deal with student issues and to train them on best practices for raising a middle school and/or high school student in the faith.

LEADERSHIP DEVELOPMENT:

- Recruit and train a team of adult volunteers to assist with the development and execution of the youth ministry program and one team of high school students to assist with the formation and the discipleship of junior high school students.
- Lead both leadership team meetings to plan program events and to develop the skills of the adult volunteer team.
- Model true Christian discipleship in evangelization and formation with a humble, joyful attitude.

ADMINISTRATION:

- Ensure proper permission and registration is completed for participation in program and all related events.
- Collect payment for all fee-related events.
- Ensure all adults and youth (when applicable) have completed required Archdiocesan Virtus Training.

REQUIRED SKILLS AND ABILITIES:

- Bachelor's degree in Religious Studies, Pastoral Ministry, Theology, Secondary Education or related field.

- Minimum of 3 years of experience in a leadership capacity with teenagers in a parish setting.
- Proven ability to develop programming relevant to the New Evangelization and leading a vibrant, comprehensive parish youth ministry.
- Youth Ministry certification or in process of certification.

CRITICAL QUALITIES:

- A person of faith with a strong personal relationship with Jesus and a desire to serve and disciple adolescents and their families.
- Joyful, prayerful, authentic, charitable, and servant-hearted.
- Strong interpersonal and communication skills with the abilities to collaborate with young people and adults.
- Natural leader and influencer;
- Self-starter with strong initiative;
- Effective organizer, planner and communicator;
- Prudent; Mission driven and creative problem solver;
- Has knowledge of current youth trends and issues within the culture.

APPLICATION INSTRUCTIONS:

Please send the following to frk@stjohn23.net and secretary@stjohn23.net:

- (1) Cover letter
- (2) Resume
- (3) Statement of faith (2-5 paragraphs describing your faith journey)