



GOOD SAMARITAN EPISCOPAL CHURCH

churchthatserves.org

Title:	Youth Ministry Coordinator
Status:	10 hours/week, Exempt. It is the nature of youth ministry to vary seasonally, so that some weeks will be over 10 hours and some will be under 10, but the work should average 10/week most of the time.
Benefits:	Paid time off & family/medical leave per employee handbook
Pay:	\$10,000/year
Reports to:	Director of Children and Youth Ministries

Good Samaritan Episcopal Church is a growing community of open-minded Christians who seek to do what Jesus taught us: to include, love, and serve all people without exception. We strive to be a joyful, courageous, diverse, and creative fellowship that puts faith into action. We gather to celebrate together, to grow in faith, and to go beyond our walls to connect with and serve our neighbors.

Our Youth Ministry Coordinator will develop and lead a program that invites every 6th-12th grade student in the church database to make steps toward deeper spiritual maturity and sense of community by building a youth ministry that brings alive the mission and values of our church.

CORE RESPONSIBILITIES

The coordinator will:

- Supervise and collaborate with the youth ministry leadership team (consisting of at least 2 additional adult volunteers per group), which guides and oversees the ministry.
- Manage and distribute core control documents in a timely fashion (the youth directory, the youth ministry calendar, church calendar requests, event registration forms, etc.).
- Manage and oversee a weekly Sunday morning youth offering and two monthly external offerings (one for service and justice work, one for fellowship) that engage a progressively growing number of middle and high school students in regular participation. As part of this work, the Coordinator will establish baseline numbers of participating youth at the beginning of their ministry and then track program participation on a weekly basis.
- Communicate regularly with parents, digitally and in person, inviting their feedback and participation in planning.
- Ensure that *Safeguarding God's Children* training has been completed by all leaders and volunteers, and that Safeguarding standards are in effect for all gatherings and interactions.
- Know the names of every youth and parent on our rolls.
- Ensure that the following tasks are performed, either by doing or by delegating:
 - Follow-ups with first-time visitors personally within one week of their visit.

- Contact with inactive youth or parents by email or text for a pastoral check-in after four non-participating weeks.
- Visit with each of our active students at least once a semester during the school year. (These could be Starbucks coffee visits after school, attending games, concerts, etc.)
- Coordinate with Good Samaritan's outreach ministry leaders to engage youth in church-wide service projects.
- Coordinate with and promote participation in diocesan youth events and summer Waycross camp programs.
- Participate in supervision with the Director of Children and Youth Ministries every month.
- Assist on Sunday mornings with setup and children's check-ins.

CORE COMPETENCIES NEEDED

- Good judgment and a mature outlook
- Ability to have fun and bring others into fun
- Recruitment and equipping of leaders and volunteers
- Programmatic leadership, organizational, planning, and development experience
- Delegating and administrative abilities
- Love God and teens, and relate well with parents!

MINIMUM QUALIFICATIONS

- Be a bold, inclusive, friendly, and enthusiastic follower of Jesus Christ.
- Commitment to a "church without walls" concept (radically inclusive, not focused on a building but on people and serving others)
- Passion for building a community of diverse people at different places on the Christian journey.
- Capable of maintaining confidences, effectively listening, and resolving conflicts.
- Able to work well both independently and in teams.
- Demonstrated experience in leading groups of young people in conversations about God and experiences of faith development.
- Demonstrated leadership skills.
- Must pass a criminal background check, Child Protective Index check, and driver's record search.
- Must satisfactorily complete *Safeguarding God's People* and *Safeguarding God's Children* courses prior to beginning work.

SAMPLE BREAKDOWN OF HOURS

- Sundays, 9:30 a.m.-12:30 p.m. (3 hours/week)
- Emails, control documents, coordinating communications, lesson planning (1.5 hours/week)
- Meet with youth ministry leaders/team (2 hours/monthly)
- Plan one service and justice activity and one fellowship activity per month (2 hours/week)
- Lead one service/justice activity and one fellowship activity per month (5 hours/month)
- Monthly online supervision meeting (1 hour/month)
- Visits with students outside church (1 hour/week)
- Additional preparations and responses (0.5/week)
 - TOTAL: 40 hours/month, or approximately 10/week

Good Samaritan Episcopal Church and the Episcopal Diocese of Indianapolis are very committed to diversity. We strongly encourage all qualified applicants, especially people from racial/ethnic minority groups, to apply.