

YOUTH MINISTER

Responsible for a comprehensive youth ministry program in the parish under the direction of the Director of Religious Education. The youth minister will support and supervise volunteer adult leaders and youth in the parish youth ministry programs and typically perform many of the duties described below.

JOB RESPONSIBILITIES:

A. PROGRAM DEVELOPMENT

1. Creates and develops Core Group to work with the young people
2. Develops leadership skills in youth and young adults
3. Develops a network for reaching out to youth
4. Able to relate to teens on a age appropriate level
5. Plans, coordinates and implements weekend retreats and weekly life nights
6. Provides opportunities for youth to hear and respond to the Gospel message

B. RECRUITMENT AND TRAINING OF LEADERS

1. Recruits, trains, assigns, and evaluates the youth leaders with the DRE.
2. Coordinates participation in Diocesan sponsored training programs.
3. Serves as an advisor and support to youth leaders.
4. Monitors the efforts of volunteer leaders and evaluates progress.
5. Defines the responsibilities of each adult leader.
6. Publicizes and offers education programs and support systems for volunteers.

C. ADMINISTRATION

1. Initiates ways of gathering data on the needs, interests, attitudes and beliefs youth and young adults.
2. Plans, organizes, and implements programs that provide a holistic approach in meeting the needs/interests of youth.
3. Administers the budget throughout the year.
4. Maintains necessary office and program records, including a log of activities and time.
5. Determines effective means for publicizing and promoting programs.

D. COMMUNICATION

1. Keeps the parish informed of youth ministry activities and goals.
2. Advises, communicates and cooperates with other parish and diocesan groups.
3. Works with DRE and youth ministry team on goals and programs ideas.
4. Supervises and coordinates scheduling of youth events and activities.

5. Keeps informed through attendance at diocesan, regional, and national conferences, regular reading and membership in professional associations.
6. Is aware of community agencies and resources that interface with youth

NECESSARY QUALIFICATIONS:

1. Active member of a Roman Catholic Faith Community
2. Bachelor's degree in youth ministry, education or related field experience or basic certification in youth ministry or willing to acquire this within one year
3. Minimum of three years youth ministry experience
4. Responsible for Youth Ministry Program for Middle School and High School except for Confirmation
5. Some formal education or experience in administration and organization
6. Ability to relate to teens on an age appropriate level
7. Knowledge of youth ministry trends and methods
8. Knowledge of related fields of psychology, education, sociology and communication
9. Recruiting and training of Youth Ministry Leaders with the DRE