

Interim Part-Time Director for Youth and Young Adults

Westminster Presbyterian Church of Alexandria, Virginia
2701 Cameron Mills Road
Alexandria, Virginia 22302
<https://wpc-alex.org/>

To apply for this position, please contact Rev. Jacob Bolton – J.Bolton@wpc-alex.org.

The person hired for this position will plan and organize all programs for youth and oversee activities for young adults. Programs include middle and high school ministry programs, youth mission trips, confirmation classes, young adult gatherings, and the management of financial resources from budget, off budget, and endowment accounts. This position is for a set term of up to two years.

POSITION DESCRIPTION

Director for Youth and Young Adults

Part-time: 30 hours/week

Reports To: Associate Pastor of Christian Formation

Job Summary

Plan and provide comprehensive programs for youth and oversee activities for young adults, which assist in their Christian formation and deepening of their Christian faith.

Essential Functions:

- Plan, organize and lead comprehensive programs and activities for youth, such as: middle school and high school educational programs and fellowship activities, youth mission trips, confirmation classes and Westminster Youth Group programs. Ensure that these ministries assist youth in forming and deepening their Christian faith. Ensure that parents, advisors and sponsors are effectively involved. Manages Youth Program financial resources in budget, off-budget and endowment accounts.
- Serves as liaison for the young adult group, including overseeing activities such as: Faith on Tap, discussions of current events, books or movies and organized outings. Ensure that these ministries help to deepen young adults' Christian faith and their understanding of scripture, theology and spiritual practices.
- Collaborate with the Christian Formation staff, consisting of the Associate Pastor for Christian Formation, the Director of Adult Formation and the Director of Children's Ministries, to ensure coordinated and comprehensive congregational educational programs. Serve as the Youth Subcommittee Liaison to the Formation Committee

Other Responsibilities:

- Actively participate in staff meetings.
- Attend Session meetings, reporting on program activities.
- Teach classes and lead church retreats and other activities as requested.
- May be asked to provide children's sermons in worship services.

Qualifications:

- Bachelor's Degree required. Master of Divinity Degree/ Masters of Arts in Christian Education or equivalent preferred.
- Experience in leading Christian youth/young adult church programs preferred demonstrating strong organizational and communication skills.
- Demonstrated knowledge and experience in working effectively with a community of faith.
- Ability to communicate effectively in public forums.
- Experience in using a wide variety of social media and technologies to market programs and activities and to communicate with attendees.

Core Competencies:

- **Mission Ownership.** Demonstrates understanding and full support of the mission, vision, values and beliefs of Westminster church.
- **Spiritual Maturity.** Continually seeks to develop spiritually. Models and develops faith, humility, accountability and servant leadership in all church relationships. Demonstrates a commitment to following Jesus Christ and to the church local and universal.
- **Project Management.** Identifies the key objectives and scope of a proposed project; garners needed resources and project support, develops a realistic and thorough plan for achieving key objectives, keeps team members briefed on progress, implements action plans, communicates progress to sponsors, identifies and resolves barriers and problems.
- **Interpersonal Skills.** Establishes good working relationships with others throughout the staff and congregation, building appropriate rapport and using diplomacy and tact. Considers the impact of his/her actions on others, is approachable and avoids communication triangles.
- **Integrity and Trust.** Is seen as trustworthy by others. Practices direct, honest and transparent communication. Keeps confidences. Admits mistakes. Doesn't operate with hidden agendas. Responds to situations with constancy and reliability.