

Youth Director
Position Description
First United Presbyterian Church of Dale City, VA

This is a part-time salaried position [averaging 10-12 hours per week], with occasional extended hours for retreats, summer trips, and mission activities. This position reports to the Pastor/Head of Staff and to the Growing in Faith Ministry Team Leader.

First United Presbyterian Church of Dale City's vision is **"Welcoming All, Growing Together, Serving with Joy!"**

Need for Position in support of our mission: First United Presbyterian Church of Dale City, VA (FUPCDC) is a progressive, active, and growing faith community located in Woodbridge, VA, about 25 miles south of Washington D.C., seeking outstanding candidates for its Youth Director position. FUPCDC just celebrated 50 years of ministry and has an active and diverse congregation of approximately 260 members. Our diversity is celebrated and is both cultural and socio-economic. FUPCDC is a certified Earth Care Congregation and is a More Light Presbyterian Church that welcomes all people, including our LGBTQIA+ siblings.

In partnership with the Growing in Faith Ministry Team, the Youth Director oversees the Student Ministries program (grades 6-12 and college) at FUPCDC and provides guidance, vision, accountability, consistency, and training to the youth and volunteers. The Youth Director helps make church an engaging, safe, and energetic hub of activity where families worship, nurture their Christian faith, serve, pray, and are led to committed discipleship. They form appropriate relationships with the youth and their families and help them grow and go deeper in their faith. The Youth Director should also themselves be a person of strong Christian faith, who will model faith practices for the youth and volunteers. They also must be willing to respect the reformed tenets of the Presbyterian Church (USA), and the guidance of the Session of FUPCDC.

Position Responsibilities:

1. Youth Spiritual Development, Education, and Fellowship. Work under the guidance of the Pastor and the Growing in Faith Ministry Team to maintain and nurture a consistent, meaningful program for youth spiritual development (and fun). This includes a balanced program that includes: study, mission, fellowship, worship, and family involvement.
2. Sunday Evening Youth Program. Maintain and lead the Sunday evening youth program that connects youth (6th – 12th grade) to one another, giving them space to discover faith in their own way and explore their own discipleship and leadership in the church.
3. Sunday Morning Youth Education. Lead Youth Education on Sunday mornings, which includes the Confirmation Class every 2-3 years (supported by adult volunteers).
4. Summer Trips: Lead summer youth mission trips and/or conference trips to help the youth explore their faith and practice their Christian Discipleship (supported by adult volunteers).

Position Requirements:

1. Hours: This position is 10-12 hours per week during the school year. During the summer, the hours shift to summer trips, and weekly evening youth programs and Sunday morning education is not expected or required.
2. The FUPCDC Youth Director should attend worship regularly at FUPCDC and help participate in worship leadership when appropriate (leading prayers and reading scripture). The Youth Director should also encourage youth to participate in worship leadership (or worship support) by using their gifts and skills.
3. School Year Hours: Sunday Worship (1 hour), Sunday morning youth education (1 hour), Sunday evening program (3 hours), planning and communication (5-7 flex hours). Weekend retreats during the school year are also a possibility, and comp time from these events can be used in consultation with the Pastor. Summer Hours: 1-2 weeklong mission or conference trips, without weekly programs.
4. High school diploma required, some college or other degree preferred. Minimum age: 21.

The Specific requirements in support of the youth program:

1. Support other staff members and Ministry Team Leaders who are working with youth (musicians, Pastor, Production Team, etc.), by facilitating opportunities for youth participation in the life of the church.
2. Develop and support adult volunteers: continue to develop new adult volunteers to work with youth as regular leaders and for occasional support. Make sure all volunteers go through our required background check and child-safety training.
3. Communication: communicate with youth, parents, volunteers, staff, ministries, and/or the wider congregation about youth activities, logistics, and needs. Coordinate with FUPCDC staff to publicize youth events (email blasts, social media, website, group text messages, flyers, etc.); maintain updated youth group contact list and volunteer list.
4. Plan and lead Sunday night Youth Group meetings supported by adult volunteers. This includes leading a Bible Study once a month at one of these meetings.
5. Select appropriate curriculum under the guidance of the Pastor and the Growing in Faith Ministry Team. Plan and lead Sunday morning youth education, supported by adult volunteers, and maintain teaching schedule for youth director and volunteers.
6. Participate in worship weekly and reinforce the scripture and theme of the service with the youth when appropriate.
7. Youth retreats: plan, organize, and attend retreats for youth spiritual development and group building, including coordinating adult chaperones.
8. Youth Summer trips (conference and/or mission): plan, organize, and attend summer trips for youth spiritual development and group building.

9. Create and support service opportunities and youth engagement in youth-led and wider church activities. Past examples include: Rise Against Hunger Mission Event, Mission Sunday, helping with Vacation Bible Camp, supporting the Easter egg hunt for children, and the Fall Festival.
10. Have a spiritual concern for members of the FUPCDC youth group and volunteer team.