

**Position Title:** Director of Youth Programming

**Location:** *Grosse Ile Presbyterian Church*

7925 Horsemill Road

Grosse Ile, MI 48138

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**Job Summary:** The Director of Youth Programming will be responsible for developing and implementing youth programs and events, overseeing daily operations, providing mentorship and support to young individuals, recruiting and managing volunteers and committee members alongside commission Elder/Chair, collaborating with community organizations and the congregation at large, and ensuring a safe and inclusive environment for all participants and their families. Most importantly, they will teach and show the love of Jesus Christ to all with whom they work.

**Key Responsibilities:**

- **Create a Welcoming and Safe Environment:**
  - Foster inclusion and ensure every individual feels welcomed and respected.
  - Create a safe space where young people can explore their faith and discuss personal struggles without fear of judgment.
  - Cultivate a healthy culture by promoting fellowship and community among the youth.
  - Address issues such as bullying, peer pressure, and mental health struggles proactively.
- **Build Meaningful Relationships:**
  - Invest in both individual youth and their families by attending their sporting or extracurricular events to support their interests (per season, effort should be made to attend at least one extracurricular event per active youth member in the program)
  - Maintain strong communication with youth and parents using a variety of appropriate means, including written, social, text, etc., sharing progress updates and important information.
  - Adapt to the evolving cultural landscape and specific needs of teens today.
- **Identify, Develop and Foster Youth Talents and Aptitude:**
  - Identify talents and plan activities that challenge youth to build confidence and engagement.
  - Provide opportunities for youth leadership, development, and engagement.
  - Facilitate\Suggest Personal Development activities for group and individual.
  - Encourage Peer Support for a collaborative environment.
  - Model confidence and self-respect to the group.
- **Organize and Lead Effective and Engaging Events with Passion and Vision:**
  - Emphasize the importance of serving others and engaging youth in outreach activities. (6-12 Morning Mission activities per program year)
  - Plan innovative, fun and faith-building events that encourage spiritual growth. (No less than one (1) per month, with focus on collaborating with Adult and Childrens' Nurture for at least one (1) multi-generational event per quarter)
  - Lead all youth events such as camps, mission trips, fundraisers, parties, and conferences. (As required, but at least one Middler and one Senior High mission event each summer)

- Plan and lead Sunday Morning Christian Education and Wednesday Night Youth Group programming. (Weekly, according to the church calendar).
- Communicate passion for the Gospel and design purposeful programs that lead teens toward spiritual maturity.
- **Collaborate with the Larger Church Community:**
  - Work closely with Youth Nurture Elder, Chair, and commission members, and other ministry leaders to integrate the youth ministry into the broader life of the church, and encourage youth participation in church-wide activities and initiatives.
  - Provide the congregation exposure to youth participants, and regular updates of youth activities, to foster connections and build intergenerational relationships with adults in the church.
  - Regularly find ways to include youth in worship participation and leadership.
- **Demonstrate Strong Administrative Skills:**
  - Manage the youth ministry's resources efficiently, plan events, handle logistics, manage budgets, and track communications effectively, and ensure consistency in communication with parents, volunteers, and church leadership.
  - Create, collect, and securely maintain feedback and forms, youth and family documentation, ensuring privacy of participants
  - Leverage technology and digital tools to enhance the effectiveness of youth programs and outreach activities.
  - Curate and maintain social media accounts associated with the GIPC Youth Group (Wired!), and Parents of GIPC Youth, and act as co-administrator of the business pages of Grosse Ile Presbyterian Church across all applicable digital platforms
- **Model Christ-like Character:**
  - Demonstrate integrity, humility, patience, and kindness in all areas of life, practice prayerful leadership and seek God's wisdom in decision-making

**Qualifications:**

- Passion for youth development and a desire to share the Gospel of Jesus Christ
- Strong organizational and leadership skills
- 2+ years of experience with youth programs and volunteer management
- Proficiency in using technology and digital tools, including but not limited to, Microsoft Office Suite and virtual meeting software and hardware
- Ability to troubleshoot basic technical issues and provide support for virtual programs and events
- Experienced use of social media platforms not limited to Facebook, Instagram, YouTube, Snapchat, Messenger, TikTok, and other church-appropriate apps
- Familiarity with digital media design apps such as, but not limited to Canva, MS Designer and/or MS PowerPoint
- Familiarity with database management, website maintenance, and basic graphic design is a plus
- Commitment to the GIPC Youth Nurture, the Grosse Ile Presbyterian Church, and PCUSA mission and values
- The ideal candidate should possess strong adaptability skills and be able to quickly learn and apply new information, processes, and technologies