

St. John Lutheran Church
A Congregation of the ELCA
1710 Fifth Street South
Fargo, North Dakota 58103

Position Title: Youth Programming Director

Position Type: Ministry

Purpose: To provide the planning and implementation of Youth, Family & Faith Formation Ministry programs at St. John Lutheran Church.

Job Duties & Responsibilities:

- Openness and willingness to passionately share the gift of faith through words and example
- Help to organize monthly service, social and fun activities for each of the following groups:
 - Middle schoolers
 - High schoolers
 - Younger youth and (youth of all ages) and their families
- With the help of the youth committee, coordinate and implement:
 - Fundraising events
 - Youth and adult volunteer opportunities
- Foster positive relationships with youth and families by:
 - Encouraging leadership skills in our youth
 - Working with parents/guardians
 - Maintaining reliable communication with families
- Attend and participate in:
 - Weekly worship services
 - Planned youth/family activities
 - Fundraising events
- Organize and encourage bible camps and youth trips for our middle and high schoolers
- Promote youth/family events by:
 - Maintaining bulletin board
 - Preparing a monthly article in The Herald newsletter
 - Updating social media
- Be present in the lives of our youth & families outside of church by:
 - Visiting youth and their families in their homes at least twice a month
 - Attending sporting events and or performances at least twice a month
 - Being a mentor
- Attend staff meetings when possible and prepare a report for the annual meeting
- Attend committee meetings and provide:
 - Written reports for planned upcoming events
 - Detailed itineraries for large events
- Seek continuing education in youth ministry
- Develop a collegial relationship with area Youth Ministries
- Other duties as assigned and agreed upon

Desired Qualifications:

Having a passion for kids and youth ministry

Able to communicate God's love through one on one conversation and small and large group settings
Background in youth ministry, child development, education or related field. A degree is preferred, but not required

Possessing a positive, outgoing, and fun attitude

Being well organized

Having excellent communication skills

Comfort in speaking in front of a large group

Maintaining respectful relationships with congregational members

Hours: Approximately 15-25 hours per week (20 on average)

Pay: \$13.50 - \$20.00 per hour - Depending on qualifications

Employment Standards:

Work effectively with congregational members; maintain cooperative working relationships; demonstrate sensitivity to, and respect for, a diverse population.

Desirable Qualifications:

Fundraising experience; public speaking experience, Guitar or other Musical Ability, Basic Knowledge of the Biblical Narrative, Excellent Communication and Organization Skills

Employment Contingencies: Background check results

Congregational Accountability: Accountable to Church Council; Youth & Family Ministry Team

Reports to: Senior Pastor

Fair Labor Standards Act (Exemption) Status: Exempt **Employment Status:** Half-time

Full Time Equivalent (FTE): ½ time

Number of Months: 9 ½ – 12 Negotiable

General Employment Period: January - December or September – May with 9½ month Contract

A maximum of 10 Sundays off during the School Year, plus 1 more Sunday off, with pre-approval by the senior pastor, to accommodate continuing education opportunities.

If a 9½ month contract is preferred there will also be an expectation of at least one major youth trip during the Summer and participation at Bible Camp and Vacation Bible School with youth. Compensation for time spent on trips will be covered through a daily per diem stipend.

General Work Schedule: The Youth Programming Director's work schedule is ministry-based. This position requires flexibility, because ministry events and activities are scheduled on weekdays, weeknights, and weekends. General work schedule is to be communicated to the senior pastor as ministry event and activity times fluctuate. The Youth Programming Director is to be present most Sunday mornings to interact with youth and their families.

Equal Employment Opportunity Statement: St. John Lutheran Church is an equal opportunity employer. St. John is fully committed to equal opportunity in employment decisions, in compliance with all applicable federal and state laws, for all individuals without regard to race, color, national origin, religion, sex, disability, age, sexual orientation, marital status or status with regard to public assistance.