



Programming for middle school and high school age youth at Grace Community Fellowship continues to be one of the driving forces behind GCF being a healthy and thriving church. For the last several years a talented and devoted group of volunteers have led our youth programming. They have done an excellent job and will continue to be a vital component of youth programming and the church. However, the elders of GCF would like to increase our investment into the next generation. In this spirit we are beginning the process of searching for a part-time, paid youth director. In an effort to allow the Holy Spirit to help guide us into finding the right person we are broadening our search beyond GCF.

Job Title: Youth Director (part time)

Location: Ottawa, KS

Reports to: Senior Pastor with Session Authority

Compensation: \$1350 monthly stipend

Summary: The Youth Director is responsible for providing leadership, guidance, and knowledge for the youth programs of the church. This position guides the development and implementation of initiatives, activities, and events that are biblically centered for young peoples. Initiatives should be theologically in line with the church and denomination. The ideal candidate is a team player, working collaboratively with the Senior Pastor, other staff, volunteers, and community partners to create a safe, positive, and supportive environment for youth.

Essential Functions:

- Develop, coordinate and implement weekly youth programs and initiatives for Middle and High School age groups
- Develop, coordinate and implement regular “large” events for Middle and High School youth
- Develop, coordinate and implement mission opportunities for youth
- Recruit and train volunteers for programs
- Monitor youth budget and track expenses
- Meet one-on-one with youth members regularly. Establish and maintain positive relationships with youth and their families.
- Attend sporting events, concerts, etc. that youth members are involved with
- Assess and evaluate effectiveness of events/activities
- Report quarterly to Session
- Attend Christian Education Committee meetings
- Attend annual training/conferences on youth ministry best practices (reimbursement up to \$2,000 per year)
- Regularly attend Sunday worship at Grace Community Fellowship
- Other duties as assigned

Minimum Qualifications/Skills:

- Experience working with youth, grades 6 - 12
- Preferably knowledge of youth development principles and best practices
- Excellent organizational and communication skills
- Ability to work independently and as part of a team
- Proficient with computer and relevant knowledge of software programs (Microsoft Office)
- Current CPR and First Aid certification
- Ability to pass background check
- Valid drivers license

Interested Candidates: Please submit a cover letter and resume to the clerk of session by 10/20/24

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