



JOB DESCRIPTION

ASSOCIATE DIRECTOR OF YOUTH MINISTRY

Custer Road United Methodist Church is a large, active, growing church in Plano, Texas. Custer Road UMC is seeking a full-time Associate Director of Youth Ministry to join our youth ministry team to help lead and grow our youth ministry under the direction of the Director of Youth Ministry. The ideal candidate must have a personal and growing relationship with Christ, a teachable spirit, a passion for youth ministry and a clear calling to ministry in the local church.

Hours: The Associate Director of Youth Ministry is a full-time position and is governed by CRUMC's Human Resource Policies and Procedures. The expected time commitment for this position will be at least 40 hours per week dependent upon time of year. Additional hours may be required for mission trips and various events. The Associate Director of Youth Ministry will be expected to work on Sunday mornings and Sunday evenings.

Staff Supervision: The Associate Director of Youth Ministry reports to the Director of Youth Ministry. The Associate Director assists the Director of Youth Ministry in guiding youth volunteers and works as a team with other staff in Youth Ministry, the Custer Road UMC Youth Advisory Council, and the Education Ministries team.

Responsibilities

- Develop and maintain community through personal relationship with the students in the ministry/programs, relationships between youth and adult investors, and relationships among other youth.
- Prepare for and lead our summer Program Staff as they explore a call to ministry. Create the structure and guidance needed for them to complete work projects, lead theological exploration discussions, and help them wrestle through their call.
- Coordinate and lead fun and unique Youth Week events for both middle and high school aged youth. These events will encourage youth to invite friends to join them at Custer Road and get to know the youth that they see on a weekly basis better.
- Plan and lead the summer Urban Mission Trip.
- Provide ongoing and relational mission opportunities for the youth. Help nurture adult youth investors who are invested in youth missions. Recruit youth to participate in each opportunity and provide learning opportunities leading up to each mission.
- Search for and implement engaging curriculum for middle school aged youth on Sunday mornings, coordinate adult youth investors to teach and shepherd, and ensure the rooms are in excellent shape and conducive to learning.
- Coordinate Sunday evening snack supper volunteers and money collections.
- Provide youth families with opportunities to grow in their faith together through weekly readings, study guides that go with Sunday morning lessons, three questions after worship each week, and summer, Advent,

- and Lent lessons. Help families find the balance between faith and life and encourage them to explore these together.
- Coordinate adult youth investors and train them for each opportunity that is planned and implemented. Encourage their faith development and wellness as well.

Qualifications

- A bachelor's degree preferred.
- 2-3 years of youth ministry experience.
- Administrative leadership and coordination skills and experience a plus, including the ability to manage a budget.
- Strong interpersonal skills with the ability to relate to today's youth culture.
- Effective one-on-one conversational skills.
- Comfortable with speaking in front of large groups.
- Experience with AV, multimedia, and presentation software and a working knowledge of Microsoft Office products.
- Ability to use and maintain a variety of social networking platforms.

To apply, send resume and cover letter to the Director of Youth Ministry, John Cravens, at jcravens@crumc.org.