**Job Title – Director of Youth**

This position’s primary responsibility is to plan and lead all youth activities for 7th-12th grade including retreats/conferences, Montreat Camp trips, local mission projects, Wednesday evening Bible study, Sunday afternoons (split between 7th-8th and 9th-12th grades). Additional responsibilities include leading the annual Youth Confirmation class (approx. 8 weeks in the Spring) and act as liaison and co-supervisor with FPC’s director of the annual Christmas tree sale project.

This position is 30 hours/week, reports directly to the Senior Pastor/Head of Staff with a dotted line to the Children’s Christian Education Ministry Team and the Youth Advisory Team. The Director of Youth is required to attend the Children’s CE meetings, any meetings called by the Youth Advisory Team, and work with each group as needs arise. The Director of Youth also works with the youth’s parents, the pastoral staff and others.

**Responsibilities and Duties –**

* Communicate frequently with parents and recruit volunteers to provide meals, be chaperones, help with the sale of Christmas trees, and recruit mentors for each new Confirmation class.
* Act as the main liaison to the Church’s director of the Christmas Tree sale project. The youth director is to assist but not be completely responsible for this project. The youth director’s role is to assist in purchasing the trees, help set up of the parking lot, oversee the deliveries, sales and act as a co-supervisor of volunteers who staff the tree lot.
* Communicate frequently with the youth about upcoming activities, studies, etc. through announcements, a quarterly newsletter article and social media.
* As required, be available to assist in VBS each summer and help recruit youth to help as well.

**Skills and Education Required –**

* College degree required
* Outgoing and comfortable with youth with relational skills for working with youth. Prefer previous youth work experience and the ability to work with youth, their parents and the pastoral staff
* Self-motivator
* Communication skills necessary with experience as a public speaker
* Organizational skill necessary with previous leadership experience (i.e. Camp counselor or Camp Director)
* Previous teaching experience with youth a plus