

# Job Description

## Youth Ministry Coordinator

**FUNCTION:** To oversee the Trinity Episcopal youth program. The Youth Ministry Coordinator will creatively foster an environment for Christian formation through programming, community building, small groups, and mentoring. This is a full-time position.

**REPORTS TO:** Director of Ministries to Children and Youth

### **Qualifications and Expectations:**

- College or University degree in relevant field to youth ministry work.
- Knowledge of the Episcopal Church and its core beliefs.
- Passion for youth.
- Demonstrate meaningful participation as a team member.
- Exhibit emotional maturity and a teachable spirit.

### **Responsibilities**

- Participate in the formulation of program structure and curriculum development in conjunction with the Director of Ministries to Children and Youth and the Children's Christian Formation Coordinator.
  - Attend and participate in all youth events
    - Sunday Morning Formation
    - Sunday Evening EYC
    - Attend relevant community events for youth
    - Other emerging programming
1. Attend regular Cathedral staff meetings
  2. Attend regularly Children and Youth staff meetings
  3. Attend weekly one-on-ones with the Director of Ministries to Children and Youth.
  4. Attend youth and children area staff retreats (1x/year).
  5. Participate in annual professional development.
  6. Perform other duties as assigned.

***Community and Individual Care:*** demonstrate a genuine interest in the well-being and growth of youth

1. Develop relationships with youth in the parish and community by being appropriately available and approachable.
2. Listen and respond to youth concerns, making referrals to church resources as necessary.
3. Participate in program planning and implementation for the youth program inclusive of administration and publicity.
4. Participate in the recruitment and selection of volunteers and chaperones.
5. Demonstrate dependability, availability and a willingness to serve others.

**SALARY:** Commiserate with education and experience and inclusive of a full benefits package.

*For more information contact Lisa Corry, Director of Ministries to Children & Youth:  
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