



**Position:** Youth Ministry Manager

**FLSA Status:** Exempt

**Department:** Redeemer East Harlem

**Reports to:** Pastor, Redeemer East Harlem

**Hours worked:** Part Time 8-10 hours per week (with opportunity for growth)

**Date:**

**Position Summary:** The Youth Ministry Manager will 1) lead the East Harlem Youth Ministry, a multi-church collaborative youth ministry; and 2) focus on engaging both external community efforts as well as helping strengthen our internal community. *This role is currently part-time, but there is opportunity for hours expansion as well as opportunity for a full-time role potentially available for particularly qualified candidates.*

**East Harlem Youth Ministry (EHYM) - Approx. 8-10 hours per week**

- Organize and lead weekly youth programming
- Gather and develop volunteer youth ministry volunteers from the various churches
- Organize and execute quarterly events/activities for the youth
- Maintain contact with leadership at the partner churches
- Write and send weekly emails/newsletters to youth and parents
- Connect with schools, organizations, or community-based entities to meet with youth

**Occasional expectations**

- Maintain a visible presence in worship services and congregational events
- Assist with some “upfront” participation on some Sundays, including occasionally leading congregational prayer and announcements

**Qualifications**

- Bi-lingual (English and Spanish speaking) preferred
- Embraces Redeemer’s vision and exhibits a gospel-oriented heart for the city and especially East Harlem. Candidates must be aligned with core theological principles of Redeemer and the Presbyterian Church of America including the Westminster Standards (Confession of Faith, the Larger and Shorter Catechism).
- Candidates should be willing to consider becoming a member of REH.
- Excellent communication with strong interpersonal and organizational skills; public speaking/group leading is required.
- Candidates will have experience working with youth.
- Work hours are generally flexible but candidates must be able to commit to leading youth nights on Friday evenings; must also be available for brief tasks on Sundays occasionally.
- Through the nature of the job, candidates will occasionally navigate demanding and challenging people and will adapt to changes and maintain professionalism during crises or any unexpected situations.
- Must be willing to work with and learn from pastoral and children’s ministry staff; must be a team player.