



## Redeemer West Side Job Description

Position: **Youth Ministry Manager**

FLSA Status: Exempt

Department: Youth Ministry

Date: Immediately

Band: 6

Work Hours: Full-time

Reports to: Youth Ministry Director

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### Position Summary

The Redeemer West Side (RWS) Youth Ministry Manager is a core member of the Youth Ministry team, with the primary responsibility for the sustainability and growth of the Middle School Ministry and contributing to the overall development of Youth Ministry (grades 6 – 12). RWS Youth is focused on sharing Christ's transforming message with all NYC youth in a place where they will be seen, heard, respected and valued. RWS Youth is a relational community that meets youth where they are at through authentic, discipling relationships. Our goal is to equip and empower students to know God, become disciples of Jesus Christ, and to be released into their God-given talents, gifts and callings.

### Responsibilities with students

- Lead weekly middle school sessions: delivery of content, teaching and worship.
- Create and plan fun, engaging, culturally relevant opportunities for youth to connect and grow together
- Plan and participate in retreats and mission trip (High School Ministry)
- Develop and lead discipleship, mentoring and fellowship groups for male youth
- Recruit, train, and manage volunteers for activities, events and mentorship programs
- Develop individual relationships with middle school students, helping students connect with God, each other, and their families as they grow in the Gospel
- Meet with individual youth outside of group activities to foster the above
- Develop an outreach plan to connect with uninvolved and unchurched youth
- Pray regularly for God's direction and students' spiritual growth
- Host periodic parent meetings to determine the needs and expectations of WS families
- Coordinate with the Children's Ministry as students transition to Middle School Ministry

### Responsibilities with the Youth Ministry team

- Work with the Director to align ministry goals to vision and develop a multi-year ministry roadmap for middle school youth
- Coordinate administrative tasks with the Director and provide administrative support
- Adhere to church policies regarding safety and security to create a protective environment for students, staff, and volunteers
- Embrace continuous improvement through program evaluation and feedback methods adjusting programming and other ministry aspects as needed
- Collaborate with the Director to develop opportunities for youth worship, family worship, church wide message series, and other means of family discipleship within the church community
- Foster and maintain positive relationships and partnerships with community leaders and organizations
- Maintain an understanding of current trends in children's, youth, and family ministry

## **Responsibilities with the West Side staff team**

- Participate in regular RWS staff meetings, trainings and events
- Regularly worship at Redeemer West Side on Sunday to allow for congregation interaction
- Timely communication on internal platforms (Slack, Asana, Tallie, etc)

## **Qualifications and Skills**

### ***Character:***

- Alignment and passion for Redeemer's vision to serve New York City
- Gospel-oriented heart to serve God, families, and youth in New York City
- Commitment to the theology and traditions of the Reformed faith
- Act as a positive Christian role model who possesses a love for God that is evident and contagious
- Team player with ability to adapt and thrive in a dynamic organizational environment
- Available to work a nontraditional schedule which includes evenings and weekends
- Ability to work with confidential information and maintain high standards of honesty and integrity
- Attentive to and works appropriately with a culturally and socio-economically diverse population

### ***Preferred:***

- Proficiency with GSuite and MSOffice, Asana, Slack database and social networking applications
- Experience in social justice ministry
- CPR, AED, First Aid, and/or Safe from Harm certification

### ***Skills/Experience:***

- Excellent communication, service and interpersonal skills
- Proven ability to teach Bible, theology, and Christian discipleship to youth and adults
- Connects well with youth and able to speak to youth in ways they understand and respect
- Ongoing interest and awareness of issues that are important to youth
- Undergraduate degree in psychology, theology, religion, biblical studies, youth ministry, education, or related field; or equivalent work experience
- Minimum of 2 years' experience (volunteer or paid) participating in children's, youth, or college ministry
- Established ability to speak before large and small groups with poise and enthusiasm
- Confirmed understanding of adolescent development including youth's educational, social, and developmental needs
- Demonstrated ability to creatively plan, execute, prioritize, and manage multiple responsibilities, programs and events with strong time management
- Experience managing volunteers under supervision