



DIRECTOR OF YOUTH MINISTRY JOB DESCRIPTION

All Saints Parish
76 Church Street
Lockport, NY 14094

STATUS: Part-time

General Description:

To build young disciples of Christ by developing and implementing a comprehensive approach to youth ministry. The Youth Minister will serve as a spiritual leader by focusing on worship, discipleship, team building, mission and outreach. The Youth Minister provides vision and coordination for the parish's efforts in ministry to youth in 7th through 12th grades.

Responsibilities:

- Help plan, develop and implement all aspects of a balanced youth ministry.
- Create a core leadership team of youth and adult volunteers.
- Recruit and train volunteers who work with youth and ensure adequate support.
- Be a liaison between the church and community organizations that relate to youth and youth ministry.
- Create programming for the youth group with the Faith Formation Coordinator.
- Work in partnership with the Pastor, Parish Council and Faith Formation Coordinator to effectively reach youth in the parish and develop a vibrant youth ministry outreach plan.
- Keep records of youth participation and manage the youth ministry budget.
- Communicate in a timely manner using all available resources including: email, website, bulletin and weekly newsletter. Ensure communication with church staff, leadership, parents and the parish.
- Foster the involvement of youth in the life of the parish including service in various ministries and committees.
- Ensure that the Save Environment policies are observed and implemented.
- Be a presence in the parish community through its liturgical and social activities.

Organizational Relationship:

The Youth Minister reports to the Pastor and works closely with the Faith Formation Coordinator.

Qualifications and Aptitudes:

- Must embrace Christian discipline and Roman Catholic doctrine and theology.
- Education: Bachelor's Degree. A degree in Education, Theology, or related field is preferred.
- Must have demonstrated ability to plan, develop, coordinate and implement a youth ministry.
- Must have excellent written and verbal communication skills.
- Proficient in using the computer including: Word, email, social media etc.
- Must be committed to the Roman Catholic faith and an active, practicing member.