

First United Methodist Church, Windsor
Children and Youth Director
Job Description

Church Profile

First United Methodist Church, Windsor is a 150-year-old church with deep roots and a desire to share the good news of Jesus Christ with the community. Our goal is to rebuild our children and youth programs.

Therefore, we are searching for a part-time Children and Youth Director who has the personality and skills to infuse energy into these programs.

The Children and Youth Director will oversee programming for children and youth in a way that furthers the vision of the church, which is “Christ is counting on us to know, love, and serve God.”

Job Responsibilities, Qualifications & Competencies

Ministry

- Create relationships with children and youth and their parents, volunteers, and members of the Windsor community, weaving them into the life of First UMC Windsor
- Oversee the development of effective programming for children and youth
- Recruit, organize, train, and support volunteers for these programs
- Work with the Faith Formation Team (volunteer advisory board) to develop and implement curriculum for children and youth
- Work with the Pastor to incorporate children and youth into worship (could include the weekly Children’s Moment)

Programs

- Coordinate special events for children and youth during the year, including but not limited to VBS, Christmas Pageant, fellowship opportunities, and outreach projects
- Lead programming for middle and high school students - including regular events, special service trips and/or retreats, and the coordination with the ecumenical Walnut Street Youth Group

Administrative

- Communicate with the congregation, families, volunteers, and staff about regular and special events
- Implement the Safe Sanctuaries policy for the church, including background checks of volunteers

- Manage Children and Youth budget

Other Responsibilities

- Be a supportive presence among the congregation, especially through regular church attendance
- Maintain strong, open communication with staff, parents, volunteers, church leadership, and the congregation
- Attend weekly staff meetings
- Other duties as assigned by the Pastor

Minimum Qualifications

- Spiritual maturity with a commitment to the Christian faith and to fostering a safe and supportive community for children and youth of all backgrounds and abilities to deepen their relationship with God
- Leadership experience in children and youth ministry
- Working knowledge of curricula and other faith formation resources for children and youth ministry
- Strong verbal and written communication skills
- Proficiency with technology and electronic communication
- Ability to pass a background check

Core Competencies

- **Effective:** Demonstrates spiritual and emotional health and is enthusiastic about fulfilling a call to ministry
- **Collaborative:** Enjoys working with others, gives and receives feedback in a constructive manner, and contributes to the wider mission of the church
- **Relational:** Shows genuine interest in responding to the hopes and concerns of all families so that all family units are affirmed, and ministry is aimed toward the transformation of the community, cultivates spaces that feel warm, welcoming, and safe for all people
- **Dependable:** Demonstrates high level of personal integrity, fulfills expectations in a timely and thorough manner

Compensation & Time Commitment

\$15 per hour

10 hours per week