

**Assistant Youth Minister
Clemson United Methodist Church**

Reports to: Director of Youth Minister

Status: Part-Time

Effective Dates: Negotiable: School Year or Calendar Year

Compensation: \$6,000 (\$500 per month)

Job Summary

The Assistant Youth Minister will assist the Director of Youth Ministries (DYM) in planning and leading youth ministry, equipping youth and their families to grow in their faith and discipleship.

Essential Functions:

- Provide primary leadership for youth ministry, including, but not limited to : small groups, retreats, coordinating with leaders, and meeting with students for pastoral care.
- Plan and lead a summer youth retreat, as chosen with the DYM.
- Provide primary leadership during times when the DYM is unavailable.
- Work alongside the DYM to plan and lead weekly youth activities (e.g. Wild Wednesdays, mission and worship opportunities, etc).
- Participate in the weekly worship life of Clemson UMC, as coordinated with the DYM and Senior Pastor.

Other Responsibilities:

- Meet with the DYM weekly for a time of planning and reflection.
- Follow CUMC's Safe Sanctuary policy in all facets of ministry.
- Covenant with the DYM to take one day each week for Sabbath rest.

Minimum Qualifications:

- Completed two years of college education
- Christian- Follower of Jesus Christ

Physical Requirements:

- Able to move in and out of different settings with youth.
- Able to operate the church bus for youth-related activities.

Core Competencies:

- **Spiritual Maturity:** Demonstrates a mature faith and is constantly growing and maturing in their own spiritual life.
- **Interpersonal Skills:** Demonstrates the ability to lead others.
Demonstrates the skills of active listening, particularly with youth. Productively engages and resolves interpersonal conflict. Relates easily with a variety of personalities. Actively seeks to welcome new and less connected students to others in the group.
- **Biblical and Theological Knowledge:** Engages in biblical and theological reflection. Believes in the Christian Theology (I.E. Father, Son, Holy Spirit, forgiveness of sins, grace, etc.).
- **Leadership Development:** Along with the DYM, helps develop leaders from both adult and youth participants in the program. Provides informed training and guidance leaders in the program.
- **Organization:** Understands the necessity of short and long range planning. Realizes that in order for goals and targets to be achieved, people affected must be a major part of the planning and implementation process.

Employee name (please print): _____

Employee signature: _____ Date: _____

Senior Pastor's signature: _____

SPRC Chair signature: _____