



**Gulf Shores Methodist Church  
Job Description**

**Title: Director of Youth Ministries**

Last Revised: March 2023

Hours of work for this position: 40 hrs weekly

Normal days and hours: Monday-Thursday 9 a.m. - 4 p.m. plus after school & nightly activities & youth programs, special events; Sunday 8:30 a.m. - 12:30 p.m., 4-8 p.m.

**Qualifications:** High school diploma, experience leading ministries with middle and high school students, including teaching students and recruiting and equipping volunteers, strong, independent work ethic, good communicator, able to lead small groups and train others to lead, flexible, compassionate, mission-minded, responsible, team player with high level of confidentiality and professional presence, familiar with current trends and youth culture

**Occupational summary:** Oversee, develop, and resource all ministries for middle and high school students and their families in accordance with the mission, vision, policies and procedures of Gulf Shores Methodist Church.

**General responsibilities include:**

Discipleship:

- Serve as the spiritual leader of the student ministry for middle and high school students and their families
- Recruit, equip and empower adult volunteers to lead small groups, weekly discipleship programs, worship, missions, special events and activities for middle and high school students in accordance with GSMC's NextGen vision and mission
- Develop adult and student leaders to recognize and use their gifts/calling to serve Christ in the church, community and world

Community:

- Connect students and their families with the needs of the community and world
- Maintain an active presence on local middle and high school campuses as well as at after school activities and community events
- Participate multiple times per year in professional development for student ministry leaders

Administrative:

- Keep an updated record of all students, parents, families and contact info accessible to appropriate church administrative staff

- Ensure attendance is recorded/turned in to the administrator for all middle and high school groups, programs, trips, or special events
- Communicate consistently with parents and students via email, text group, church newsletter, etc. about weekly programs, special events, etc.
- Participate in all church staff meetings, trainings, and spiritual growth or professional development days
- Assist in the development and implementation of GSMC's Safe Sanctuaries policy
- Maintain consistent office hours each week

Reports to: Associate Pastor of Discipleship, Senior Pastor

Supervises: seasonal youth support staff

\*\*Major changes in job descriptions must be approved by the SPRC