



## Director of Youth Ministry Search

### Who are we?

Grace is a congregation of the North American Lutheran Church located in Springfield, Ohio. Our mission is to be a caring community of believers. We are dedicated to equipping people who are "Growing in G.R.A.C.E.":

- G**rowing in God's Word
- R**e-telling His story
- A**pplying their spiritual gifts
- C**ultivating accountable relationships
- E**xalting God through worship.

In all things we seek to be a church that is "Receiving the Lord and Revealing His Love."

### What are we looking for?

We are searching for a Director of Youth Ministry to help us on this mission. The Director of Youth Ministry (DYM) is the advocate for the youth of the church (grades 9-12) and will foster an atmosphere that ensures these youth mature in the faith and become spiritual leaders in their churches, dormitories, and school environments. The Director of Youth Ministry will work in partnership with the Director of Children and Family Ministry and in cooperation with the entire Grace staff.

We are looking for a leader worth following, someone whose relationship with Christ and Christian character are fit for Christian leadership. We are looking for someone with relevant gifts and experiences to thrive in the role.

### How to respond

If you think this might be for you, or if you know someone who fits this description, we'd love to talk with you about it. Please contact our Senior Pastor Tom Brodbeck ([tom.brodbeck@grace-nalc.org](mailto:tom.brodbeck@grace-nalc.org), 937.399.6257) with your resume and a brief explanation of your interest in the position including how you see your qualifications preparing you to succeed in this role.

# GRACE EVANGELICAL LUTHERAN CHURCH

## Job Description

**TITLE: Director of Youth Ministry**

### **POSITION SUMMARY**

The Director of Youth Ministry (DYM) is the advocate for the youth of the church (grades 9-12) and will foster an atmosphere that ensures these youth mature in the faith and become spiritual leaders in their churches, dormitories, and school environments.

This is a part-time, salaried, exempt position.

### **DUTIES AND RESPONSIBILITIES**

- Communicate and implement a vision for change from a staff-driven to a congregationally-owned model of ministry
- Inspire, equip, organize, delegate, and affirm adults to conceive, plan, and implement social and service activities for youth
- Plan and lead an annual youth mission trip and other offsite weekend retreats
- Maintain focus on discipleship as the goal of all events, activities, and relationships
- Facilitate Sunday morning Sunday School lessons in cooperation with other trained adult leadership and spiritually mature youth
- Facilitate midweek activities, including youth group, in cooperation with other adult leadership
- Work with the pastor(s) and other worship leadership to incorporate youth into the worship life of the congregation.
- Support the youth of the church in their extra-curricular activities at school and in the community.
- Manage the annual budget request process for youth ministry

### **QUALIFICATIONS DESIRED**

**Education:** College degree is a plus, but not required.

**Work Experience:** A minimum of one year's experience working with youth is a plus, but not required.

### **General Work Skills:**

- Confesses Jesus Christ as Lord and lives a consistent Christian witness
- Has a deep passion for high school aged young people
- Likes and works well with people, demonstrating a team approach in the workplace
- Manages time effectively and productively
- Exhibits initiative and industry and produces quality work in a timely manner
- Is creative and innovative
- Possesses or takes initiative to obtain necessary job knowledge and skills

**Specific Job Skills:**

- Ability to relate well to people of all ages
- Ability to teach and communicate clearly
- Ability to maintain confidences and demonstrate discretion and wisdom
- Ability to organize and delegate
- Ability to affirm and encourage spiritual growth in volunteers

**PERFORMANCE APPRAISAL**

The Senior Pastor and/or Executive Director will provide on-going supervision for this position, including a formal evaluation once a year, as per guidelines in the Grace staff handbook.

**COMPENSATION**

The salary and benefits for this position will be commensurate with applicant's experience and Grace ministry plan.

**Grace Evangelical Lutheran Church**  
1802 Saint Paris Pike, Springfield, OH 45504 – 937-399-6257

**Employment Application**

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: ( ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

Have you ever worked for this company? YES  NO  If so, when? \_\_\_\_\_

Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

**Education**

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**References**

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_

### Previous Employment

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

Describe any training received relevant to the position for which you are applying \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_