

***Ezekiel Lutheran Church***  
**Job Description**

**POSITION TITLE: Director of Teen and Young Adult Ministry (TYAM)**

**POSITION SUMMARY:**

The TYAM will provide leadership and program development in the areas of faith formation, confirmation education, and church engagement for teens and young adults. The TYAM will:

- Support the overall mission of Ezekiel Lutheran Church to follow Jesus and grow in faith, generosity, and discipleship;
- Create safe relationships, a fun atmosphere, and guide teens and young adults to a deeper connection with Jesus Christ;
- Strengthen interpersonal connections between youth and the congregation.

**COMPENSATION**

The TYAM is a full-time, salaried position. Compensation will include an annual salary that commensurate with applicable experience and will range from \$40,000-\$50,000 and a comprehensive benefits package.

**SCHEDULE**

With approval from the Pastor, the TYAM will have the ability to flexibly create a full-time schedule that supports the church's confirmation and young adult ministries. Leadership on most Sunday mornings and Wednesday evenings during the school year will be an expectation.

**SUPERVISION:** This position will report directly to the Pastor.

**SKILLS AND QUALIFICATIONS**

The candidate will:

- Be a faithful follower of Jesus Christ with a demonstrated passion for working with teens and young adults.
- Engage in the study of Christian scripture.
- Have effective written and verbal communication skills.
- Demonstrate professionalism and maintain confidentiality unless it involves the safety of a child.
- Understand the responsibilities of a mandated reporter of child abuse and neglect.
- Present a positive attitude and relational skills to both youth and adults.
- Cooperative with staff and volunteers.

The following attributes and experiences are desired:

- A Bachelor degree preferred in a related field of ministry.
- Experience leading and teaching small and large groups of middle and high school-aged youth in a Christian ministry setting.
- Proficiency in the use of technology and social media to communicate effectively, organize information, and engage teens and young adults.
- Self-motivated, independent, proactive, highly organized and ability to take initiative.
- An interest and aptitude in music.

**DUTIES AND RESPONSIBILITIES**

**1. Program Planning**

- ***Confirmation Ministry (Approximate Ages 11-15)***
  - Create positive, meaningful, and trusting relationships with confirmation students.
  - Mentor students to grow in their personal relationship with Jesus Christ.
  - Select or develop engaging programming and curriculum for confirmation students.
  - Teach large and small group confirmation classes.
  - Communicate the confirmation schedule to students and families.
  - Organize and participate in Luther Point Summer Bible Camp and other high-adventure camp opportunities for confirmation students.

***Ezekiel Lutheran Church***  
**Job Description**

- Organize multiple lock-ins, retreats, and leadership development opportunities for confirmation students each year.
- With support from the Senior Pastor, organize meaningful celebrations when confirmation students reach milestones.
  - Examples include, but are not limited to, Confirmation Bibles, Statements of Faith; and Affirmation of Baptism.
- In collaboration with the Pastor and Children’s ministry, plan seasonal intergenerational programs.
  - Examples include, but are not limited to, Rally Sunday; Advent; Lent; Holy Week; and Vacation Bible School.
- ***Young Adult Ministry (Approximate Ages 15-21)***
  - Create positive, meaningful, and trusting relationships with young adult members.
  - Mentor students to grow in their personal relationship with Jesus Christ.
  - Develop engaging programming opportunities for young adults.
    - Examples include, but are not limited, to Sunday morning activities for young adults; bi-weekly peer ministry; and Bible study.
  - Organize a seasonal (summer, fall, winter, spring) special event for young adults.
    - Examples include, but are not limited to summer mission trip, outdoor ministry, college tours, 30-hour famine, lock-in, camp retreats, or service projects.
  - Connect with young adults in appropriate spaces (coffee shops; sporting events; plays; concerts; and other school-based activities).
  - Collaborate with UW-RF campus ministries.

**2. Administrative Leadership**

- Coordinate the registration of confirmation students.
- Ensure that background checks are completed on all volunteers.
- Recruit and train volunteer confirmation guides (teachers) to work with and lead confirmation students.
- Provide on-going spiritual development and training for confirmation guides (teachers) and other volunteers.
- With the support of the Business Administrator, oversee the budget for the confirmation and young adult ministries. Specifically, in the areas of summer camp and mission trip expenses and fundraising.
- Attend weekly staff meetings and monthly Grow Committee meetings.

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**3. Communication**

- Understand engaging methods to effectively communicate with teens and young adults.
- Mentor teens and young adults in-need of support and guidance.
- Provide consistent updates and information to families.
- Be available for individuals, small groups, or families to discuss personal or programming based questions.
- Encourage the involvement of congregational members in youth ministry.
- Share confirmation and young adult ministry highlights and activities with the congregation through newsletters, website updates, and weekly announcements.

**4. Other Duties as assigned by the Pastor**

**Disclaimer**

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job.

Approved by Personnel Committee:

4-28-22

Approved by Executive Committee:

Approved by Church Council:

*Ezekiel Lutheran Church*  
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