

Vacancy Announcement
Closing Date: July 15, 2008

Director of Youth Ministries
Blacknall Memorial Presbyterian Church
Durham, North Carolina

Background: Blacknall Memorial Presbyterian Church is seeking qualified candidates for a full-time Director of Youth Ministries position to provide successful leadership and vision for middle and high school students. Located near the East Campus of Duke University, the church serves a well-established and growing body of believers (i.e., 550 attending two Sunday services) seeking to actively demonstrate the forgiveness and love of Jesus Christ.

Job Overview: This individual will have primary programming and ministry responsibilities for (1) all aspects of the high school ministry, (2) work with an existing part-time middle school staff position, and (3) develop a comprehensive vision and sequence for middle and high school Christian growth. This includes support to a dedicated cadre of 20 adult youth volunteers who are currently working with the 75 middle and high school students.

Salary Range: \$38,000 - \$42,000, depending on experience and other qualifications.

Qualifications: All applicants should possess a minimum of an undergraduate college degree in an appropriate field of study. A minimum of 3 years in full-time paid youth ministry work is desirable. *Please note that this is not an ordained position.*

How To Apply: Completed applications should be sent via email to Artie Kamiya, Search Committee Chair, at artie@greatactivities.net and include the following *as a single Word document*:

- 1) Cover letter explaining why you want this position and your particular strengths.
- 2) One or two page narrative of your faith and relationship with Jesus, your past involvement in a local church, and your past experience with youth ministry.
- 3) A copy of your resume.
- 4) Names and contact information for three references (other than family, including at least one who is a former or current supervisor).

Deadline: The application deadline is July 15, 2008. However, we will be conducting interviews for noteworthy applicants that are received throughout this time period. For more information, please contact Artie Kamiya at (919) 818-6486.

Church Website: To learn more about Blacknall Memorial Presbyterian Church, the community, missions, and Youth Ministries, please see www.blacknall.org.

Attachment: Director of Youth Ministries Job Description.

Blacknall Memorial Presbyterian Church
1902 Perry Street
Durham, North Carolina 27705

Director of Youth Ministries Job Description

I. General Duties

- At least 50% of this individual's time will focus on providing direct service and support to all aspects of the high school ministry. The rest of the time will be spent on duties related to overall coordination of the youth program and supervising the existing part-time middle school associate director.
- Supervised by head pastor.
- Serves as liaison between youth ministry staff and church.
 - Meetings with head pastor (twice monthly).
 - Staff meetings (weekly).
 - Youth Ministry Council meetings (six times annually).
 - Committee meetings (when appropriate).
 - Session meetings (when appropriate).
- Supervises youth ministry staff and volunteers.
 - Leads middle and high school volunteer leader fellowship meetings.
 - Meets regularly with middle school associate director.
 - Oversees high school volunteer leaders.
 - Meets as needed with individual volunteers to provide encouragement, direction, or feedback.
- Pursues strategic decision making for youth ministry and explores areas for growth and refocus.
 - Identifies comprehensive vision and sequence for Christian development and growth from sixth through twelfth grade.

- Identifies and recruits volunteer leaders and Sunday morning teachers.
- Makes curriculum and content decisions for Sunday morning and Sunday evening.
- Oversees youth ministry budget, submits annual budget request on behalf of youth ministry, and plans for future growth and expenses.
- Identifies and recruits members for the Youth Ministry Council.
- Implements, directs, and participates in discipleship-oriented programs.
 - Confirmation class (eighth grade).
 - College preparation series (twelfth grade).
 - Weekly discipleship meetings (high school).
- Pursues relationships with kids outside of organized programming.
- Ensures clear communication with parents and youth.
 - Maintains youth ministry website (no web or programming skills required).
 - Sends weekly email announcement to parents about high school youth ministry events and answers questions from parents about these events.
 - Advertises Blacknall youth ministry programs and activities to North Carolina School of Science and Math (NCSSM).
- Sunday Morning.
 - Plans, organizes, attends and facilitates logistics for (or finds appropriate leadership for) high school Sunday morning meetings, snacks, etc.
- Sunday Evening
 - Plans, organizes, attends and facilitates logistics for (in conjunction with high school volunteer leaders) high school Sunday evening activities, snacks, etc.
- Special Events
 - Plans, organizes, and leads the following events: high school retreat (fall); high school weekend event (e.g., ski trip) (spring); high school graduation lunch (spring); youth ministry work days (for work in and around Blacknall and in service of Blacknall members); youth ministry service days (for work external to Blacknall); summer

day trips (e.g., amusement parks, water parks, hiking, camping); fall information session at NCSSM.

- Plans, organizes, and leads a summer mission trip.

II. Qualities of Applicants.

Applicants should have the following:

- Personal and vital relationship with Jesus Christ.
- Previous experiences in helping youth develop a fruitful relationship with Jesus through church, community, and deeper relationship with Jesus.
- The ability to articulate a clear vision to parents and volunteer leaders on the importance to
- Strong teambuilding and leadership qualities. Ability to work with a team (with youth ministry staff and volunteer leaders).
- Ability to own and see through to implementation the various responsibilities of the position.
- Strong work ethic.
- Good communication skills.
- Excellent event planning skills.
- Enthusiasm and ability to plan and lead group games and icebreakers.
- Ability to teach Biblically based lessons to youth.

All applicants should possess at least a college degree or equivalent, be without a criminal record, and have a clean driving record.

III. Applications

Completed applications should be sent via email to Artie Kamiya at artie@greatactivities.net and include the following:

- cover letter explaining why you want this position and your particular strengths
- one or two page narrative of your faith and relationship with Jesus, your past involvement in a local church, and your past experience with youth ministry
- resume
- three references (other than family, including at least one who is a former or current supervisor)

Deadline: The application deadline is July 15, 2008 or until filled. For more information, please contact Artie Kamiya at (919) 818-6486.