

## St. John's Catholic Church - Adel, IA

Date: 4/9/24

**POSITION TITLE:** Youth Minister

**REPORTS TO:** Director of Religious Education

**POSITION DETAIL:** Part-time (15-20 hours per week average over 12 months)

Basic Function: Provides developmentally appropriate programs and activities designed to encourage personal, community, and spiritual growth. Cultivate and strengthen family life and promote the incorporation of young people into all aspects of church life. Must be willing to partner with families, schools, churches, and community organizations in a collaborative effort to promote positive youth development.

1. Must be an actively practicing Catholic in good standing with the Church and exhibit the following qualities:
  - Enjoys working with high school-age youth (grades 9-12), parents, and other adults.
  - Maintains flexibility to accommodate youth activities that may occur during evenings and on weekends.
  - Possesses excellent time management, organizational, communication, and listening skills.
  - Exhibits an ability to assess group needs, develop new directions for ministry, modify plans, and make program adjustments.
  - Demonstrates a desire to plan for pursuing ongoing training in youth ministry.
  - Maintains appropriate boundaries and confidentiality when counseling youth, and does not advise outside the scope of training and experience.
  - Empowers the spiritual lives of the youth and adults of the community, and invites the sharing of personal gifts and talents in service to others.
2. Plan activities to empower young people to live as disciples of Jesus Christ in our world today, Activities include, but are not limited to:
  - Classroom meetings and parent meetings as needed
  - Student and/or family-based activities
  - Speakers and programs
  - Retreats and days of reflection
  - Service projects
  - Recreational outings
  - Fundraising
3. Coordination with the Director of Faith Formation and parish staff regarding the calendar of social, spiritual, and service activities.
4. Develop a vision for future growth and development of the Youth Ministry Program in coordination with the Director of Faith Formation.
5. Recruit, train, form, and support adult/parent volunteers for active involvement in the youth ministry program.
6. Understand and operate within the allowed budget.
7. Foster excellent working and cooperative relationships in the Diocese and community.
8. Work collaboratively with other committees within the parish.
9. Promote youth involvement in liturgical ministries.
10. Collaborate with the Director of Faith Formation to form and facilitate a Confirmation Team.
11. Perform other duties as assigned by the Director of Faith Formation and the parish priest.

Please email resume and cover letter **by 5/17/24** to Rev. Remigius "Remi" Okere C.S.Sp. Pastor at [okere.remi@gmail.com](mailto:okere.remi@gmail.com)