

# Youth Ministry Lead (Contract Position) Job Description

(Online, Hybrid and In-person Children and Youth Programming)

## Overview

Reporting directly to the Project Manager (Treasurer) and supported by the Minister of Faith Formation, the Youth Ministry Lead (YML) will research, develop, and deliver programming for the children (ages 5 to 11) and youth (ages 12 to 19) of local communities.

Based on research it is expected the programming to be delivered through three mediums: online, hybrid (online and in-person session) or in-person. The successful candidate will work in partnership with the faith communities who are part of this project, with work priorities and project direction being set in cooperation with the Westminster Ministerial Team and the Project Manager.

## Background

The COVID pandemic necessitated online children's programming, which attracted families from a larger geographical area. The provision of this programming, both in person and online, is a continuing requirement that needs investment, both in research and development. The expected outcome is to provide online, hybrid and in person programming to youth without compromising one or the other.

## Project Objectives

- To connect and engage with children and youth (outside of traditional Sunday Morning programming)
- Based on Research - develop and deliver Online, Hybrid and In Person Programming for Children and Youth

## Competencies

Preference will be given to candidates with the following skill sets:

- Proven ability to work independently with minimal direction.
- Self-motivated learner.
- Research experience.
- Experience and comfort with technology (conferencing platforms – zoom and Microsoft teams).
- Video editing skills.
- Experience in working with and delivering programming for children and youth.
- Familiarity with United Church and or Communities of Faith
- Excellent and accurate oral and written communication skills.
- Flexibility to adapt to changing needs and schedules.
- Organized and goal oriented.
- Confident in ability to meet established objectives and deadlines.
- Collaborative problem-solving and conflict resolution skills.

- Capable of using interpersonal skills effectively when working with congregation members, including children and youth.
- Has working knowledge and proven experience with MS Office products, Zoom, Facebook, Instagram, YouTube and Film Editing software.

### **Special Requirements**

- Satisfactory criminal reference check (including vulnerable sector) completed within last three months.
- Valid Ontario driver's license.

### **Contract Terms**

- Start date is immediate and ends on June 30, 2024.
- Hours of work are flexible; evening and weekend work is expected (when hosting/delivering programs)
- Candidate to be on site (Westminster United Church, Whitby) minimum of one day per week (details to be finalized at time of hiring)
- Contract is for up to 900 hours at an hourly rate of \$25/hour.
- Successful candidate to provide own laptop, with special software licencing costs and approved expenses being paid by Westminster United Church.