

**Director of Youth Ministry**  
**Wildwood United Methodist Church**  
**Magnolia, Texas**  
[www.wildwood-umc.org](http://www.wildwood-umc.org)

**Mission**

To make disciples of Jesus Christ for the transformation of the world.

**Vision of Wildwood**

Wildwood is a church where people experience the love and compassion of Jesus Christ, recognize they belong, and are empowered to serve.

**Overview**

The primary responsibilities of this position include developing, maintaining, and visioning a ministry with youth that emphasizes relationship-building, spiritual development, missions, and community engagement. Wildwood is a 1,000-member church located west of The Woodlands in Magnolia, Texas. The youth ministry currently engages approximately 65 students each week through Sunday morning small groups and a midweek fellowship and worship experience.

This position reports to the Minister of Children and Families who coordinates spiritual formation for the entire family. The position is full-time and all program ministers receive one day off Monday through Friday in exchange for Sunday responsibilities. A full copy of the Paid Time Off policy is available upon request.

**Responsibilities**

- Work closely with youth, parents, volunteers and other church staff in agreement with the church's vision, goals and statement of faith
- Cultivate relationships with students both on and off campus
- Assist in the recruiting, training, and coordination of volunteers
- Work with supervisor to ensure the timely training of all volunteers with Safe Sanctuary compliance
- Complete sexual abuse awareness training every two years
- Meet with supervisor bi-annually to evaluate, review, and discuss Safe Sanctuary policies
- Plan, develop, attend, and execute weekly events, Special Events, and Retreats in coordination with the Director and the youth ministry team
- Work with the Pastoral Staff and Minister of Children and Families to coordinate the Youth Ministry into the total ministry of the Church
- Continually evaluate activities, programs, and events against the vision and mission statement of the Youth Ministry and Wildwood UMC
- Actively maintain a roster of youth and families using the ShelbyNext (Church Management System) regarding contact information, statistical information, and distribution lists

- Convene an active advisory board composed of youth, youth parents, ministry volunteers, and adults from the congregation
- Offer expertise on youth culture and trends to the church staff and greater congregation
- Engage in annual continuing education of relevant topics for youth ministry
- Be amenable to performing other duties as deemed necessary for the good of Wildwood United Methodist Church total ministry in coordination with particular gifts, skills, experience, and interests

### **Education and Experience**

- Bachelor's Degree preferred or equivalent experience
- At least two years of youth ministry experience in a youth ministry program
- Prepared to whole-heartedly teach and observe United Methodist doctrine, polity, heritage and structure
- Background of Biblical knowledge and teaching preferred

### **Staff Responsibilities**

- Must pass a background check
- Will attend staff meetings and other program ministry meetings at the request of the supervisor or Lead Pastor
- Support of the entire ministry team is expected
- Should be prepared to attend a Fall and Spring retreat with the staff which may require overnight stay
- The ministry team is expected to be supportive of one another through their actions and their presence
- Will report office time daily
- Will use provided app to maintain a weekly, published schedule for church staff and administration use
- Will participate in an annual performance evaluation

### **Knowledge, Skills, and Abilities (Our Ideal Candidate)**

- Solid grounding in Scripture; evidence of a vital, mature, and growing relationship with Jesus Christ
- Awareness of and participation in appropriate connectional gatherings within the Texas Annual Conference of the United Methodist Church
- Ability to manage time and schedules well and to meet deadlines consistently
- Leadership style that is people-focused, results-oriented and adaptable to frequent change
- Excellent verbal and written communications skills
- Comfortable speaking in front of large groups
- High-capacity for organization and multi-tasking projects
- Teachable, with a desire to grow in their faith and abilities
- A self-starter—highly motivated
- Passion for youth ministry and outreach
- Attentive to and understanding of trends in youth culture

- Proficient social media and computer skills
- An ability to organize and administer as a ministry leader
- A proven team player who values healthy church-staff interaction
- Energy, enthusiasm and excitement in regards to working with students
- An architect for comprehensive youth ministry programming

**Timeline**

We would like for the candidate to be in place by or before May 16, 2021.

**To Apply**

Please email a resume and a letter of interest to Mitzi Shaddix, Executive Assistant to the Lead Pastor, at [mitzi@wildwood-umc.org](mailto:mitzi@wildwood-umc.org) before 1 p.m. C.S.T. on March 22, 2021.