



## Flower Mound United Methodist Church Position Description

<b>Job Title:</b> Assistant Youth Minister	<b>Reports To:</b> Associate Pastor	<b>Date:</b> Aug 1, 2024
<b>Location/Hours:</b> Church on Sunday mornings; other hours flexible during the week	<b>FLSA Status:</b> Salary, Part-time, 20 Hours/week (roughly 8 hours Sunday, 4-6 hours in office during week, + 6-8 hours with students out in community)	<b>Approved By SPRC:</b> Aug 1, 2024

### **ROLES AND RESPONSIBILITIES:**

#### **Role: Assist in Youth Sunday School + Sunday Night Youth (UMYF) Programming**

##### **Responsibilities**

- Present for Sunday programming 9 AM-12 PM + 3-8 PM.
- Teaching Youth Sunday School Class when needed + assisting Youth Volunteer teachers when not directly leading.
- Give devotional lessons for Sunday Night Youth (UMYF) when needed.
- Help with Sunday Night Youth (UMYF) games, snack suppers + general youth group supervision.
- Utilize curriculum for United Methodist Bible-based lessons + small group times.
- Partner with recruited youth parents + youth volunteers to enrich + multiply ministry.

#### **Role: Create + Establish Relational Connections with Students Out in the Community**

##### **Responsibilities**

- Get to know youth + create relational space to show the church's care + support.
- Seek to find + create weekly opportunities to be with youth outside of the church building – such as a youth's sporting event, concert, or play; visit a youth's place of work; or coffee shop meetup.
- Help promote informal hangouts after Sunday Night Youth as appropriate to the school year cycle.
- Actively seek to connect new members to the youth program from outside the church.

#### **Role: Assist Associate Pastor + Program Staff to expand Ministry with Youth**

##### **Responsibilities**

- Meet with Associate Pastor for planning + assignments + attending staff program planning meetings, as needed.
- Increased work for added activity through summer months + around large youth events.
- Partner with church staff team to nurture youth discipleship + participation throughout the whole church coordinating with church administration team for outreach.
- Contact new + visiting youth families to educate + invite to programs as well as follow up with youth + youth families when they have not been at church in a month - reaching out to youth + families to best support faith development.
- Intentionally connect + partner with Confirmation program + upper elementary Children's Ministry to help with natural age-level ministry transitions.
- Assist in special worship Sundays, such as Youth Confirmation, Senior Sunday + Youth Sharing after Mission Trip.
- In case of absence of Pastor of Faith Formation, be the lead for youth activities.

For more information + to apply submit resume to  
Rev. Paul Maletic, Pastor of Faith Formation  
[pmaletic@fmumc.org](mailto:pmaletic@fmumc.org) or call 972-355-2711 x106