Youth Leader (part-time)
Bellefield Presbyterian Church (EPC) – Pittsburgh PA

Bellefield Mission Statement
Our mission is to be witnesses of Jesus in every area of life, developing committed disciples of Christ and caring for the Oakland community.

Bellefield Vision Statement
We are a congregation who *loves* others, *shares* the Gospel, *grows* in relationship with Christ and with one another, and *serves* sacrificially. (love.share.grow.serve.)

Position Purpose
To enable 6th-12th grade children of our members, our neighbors, and others in the Oakland community to flourish as we mobilize and deploy families, volunteers, and intergenerational relationships within a sturdy framework.

Position Responsibilities
- Building Relationships within the community
    - Develop strong relationships with current Bellefield youth, families, and congregants and connect with new ones.
    - Maintain partnerships with other churches and organizations.
- Planning and running Youth-related programming
    - Oversee and lead weekly Sunday School, Youth Group, and other discipleship ministries.
    - Plan and participate in retreats, service trips, concerts, and other opportunities for youth to learn, play, and serve.
    - Participate in youth-related events with partnered ministries.
- Build and oversee volunteer teams
    - Recruit and support volunteers to nurture and disciple children in their faith development via Biblical wisdom, worship, service and play. Encourage, thank, and oversee them in their work.
    - Ensure that all teachers and volunteers have appropriate clearances, that they are trained in relevant policies, and that the environment meets guidelines for youth safety.
    - Provide opportunities for small-group mentoring/discipling with youth.
- Mobilize families
    - Meet with families outside the church environment to intentionally be *with* and *for* families and youth a servant-leader
    - Encourage and nurture strong, safe, and supportive intergenerational relationships.
    - Provide families with resources and opportunities related to parenting youth.
- Communication with congregation, Teams, and staff
    - Present the vision for youth ministries to the congregation through announcements, newsletter updates etc.
    - Work with Pastor, Children and Youth Team, Youth Volunteers and the Worship Team to integrate youth into the Worship Services.
    - Participate in and report on goals/ activities by verbal or written report at the Children and Youth Team Meetings.
    - Work with other Teams and ministries as needed in order to integrate youth into the full life of Bellefield.
    - Be available for Session, Team, or other meetings that may happen outside of regular office hours if needed.

- Personal growth
    - The Youth Leader shall endeavor to attend trainings, network with others in this field, and continually grow and find new resources to help in this work.

Minimum Requirements:

- A commitment to Jesus Christ as Lord and Savior and corresponding profession of faith
- Demonstrates spiritual maturity and a desire to continue to grow in Christ
- Lives a life consistent with one's Christian faith and in alignment with the beliefs of Bellefield Presbyterian Church
- Demonstrates a genuine love for and has a good rapport with people of various generations and demographics
- Is able to exercise initiative and sound judgment
- Is able to work well with others, particularly other Bellefield staff and volunteers
- Is an excellent communicator both in writing and orally, and is capable with Microsoft or Apple office software, common social media platforms, and professional emails
- Is able to keep good records and submit reports and receipts in a timely manner
- Is at least 21 years old, with a safe driving record and has clearances to work with children and youth, as is required for all Bellefield employees

Terms of Employment

The Youth Leader will be hired by the Session in consultation with the Personnel Committee and Ministry Support Team. Working hours will be part-time, approximately 10-20hrs/wk (scope to be determined with the candidate). Work schedule will be agreed upon by the Head of Staff and Director of Children and Youth. Attendance at necessary Team meetings will be required unless otherwise excused. Time required to attend these meetings is included in the weekly work hours.

Compensation will be proposed by the Ministry Support Team and approved by the Session. Normal deductions for income tax, social security, etc. will be made. Payday will be on the last business day of each month.

Additional information can be found in the Bellefield Employee Handbook.

Accountability and Evaluation

The Director of Children and Youth Ministries will provide supervision and will conduct annual performance evaluations with input from the Pastor, Personnel Committee, Children and Youth Team, other staff members, and selected members of the congregation.

Job Performance

The Youth Leader will be expected to be prompt in reporting for work and completing all responsibilities in a timely and dependable manner. He/she must be professional when dealing with staff, children and members.

The Youth Leader will be expected to be present for worship except during scheduled vacation times or children and/or youth events.

Application

Interested individuals should send a personal resume via email to office@bellefield.org

About us: bellefield.org