

Position Description

# **Family and Youth Leader**



## **Saint James Anglican Church**

A Member of the Anglican Diocese of South Carolina

1101 Camp Road

James Island, South Carolina 29412

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## The Position—General Description

The family and youth leader of the church is responsible for the overall Christian Youth Development and Leadership Program, engagement of community youth, and coordination with clergy, vestry, parents, and volunteers for all youth-related activities. This is a critical evangelical and ministry role not only to reach the current congregational youth/families and parish but also to spread Christ's good news throughout our worship and secular community. A vibrant and effective Christ-centered youth program attracts new disciples to Christ and is part of our call from Jesus Christ in Matthew 28 to go forth and make new disciples amongst all men, women, and children. Currently, this leadership role is responsible for invigorating a vibrant youth program and is a "ground zero" ministry effort identifying and developing key resources and a network of volunteers and mentors.

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## Reporting Relationship

The family and youth leader is hired by and reports directly to the rector/priest-in-charge. A search committee will recommend to the rector/priest-in-charge qualified candidates for hiring.

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## Place of Work and Hours

The family and youth leader's primary place of work is at Saint James Anglican Church, 1101 Camp Road. We are currently renting space at the former Landmark Campus, which belongs to the First Baptist Church of James Island. At times he/she may also be called upon to assist or lead youth activities at other venues. It is envisioned that regular and special duties may include the following, as well as additional, ones:

- Weekly or bi-monthly afternoon or evening meetings
- Monthly evening fun events
- Service events (supporting church and outreach programs)
- Special services (Christmas pageant, Holy Week programs)
- Youth Christian Education (Sunday School, in conjunction with clergy and volunteers)

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## Specific Responsibilities

The family and youth leader will develop, lead, and evolve the youth ministry effort by fulfilling the following:

- Plan, maintain, and execute a schedule of age-appropriate meetings and events. Communicate this schedule with the office staff and parents through oral, written, and technological formats.
- Keep records of youth meetings and events, evaluating their effectiveness.
- Involve parents, enabling them to fulfill important roles in the youth ministry.
- Oversee a youth-protection training and awareness for all church volunteers and staff.
- Serve as a leader on the church staff and attend staff meetings.
- Be a visible presence at church events and services. Also attend some student activities in the community (ex. sports games, recitals, plays, graduations, etc.).
- Work with other ministry area leaders in the community and diocese.
- Recommend curriculum that is age-appropriate and teacher-friendly, deepening relationships among student groups and deepening a knowledge of Christ and the Bible.
- Orchestrate a vacation Bible school, using church lay persons and church staff to help.
- Exhibit interpersonal and collaborative skills.
- Manage and oversee the student ministry budget.
- Maintain agreed-upon hours.
- Schedule activities for camps, retreats, and service/mission work.
- Fulfill other duties as assigned by the rector/priest-in-charge.

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## Job Descriptions, Previous Experience, Credentials

- A college degree in education, youth development, counseling, or affiliated fields is preferred.
- Have a proficiency in planning, developing, and executing a Christian-based youth program.
- Sign a statement of faith prior to hiring

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## Compensation

This is an exempt salaried role with full benefits as part of the diocesan compensation plan. Qualified applicants' salary history and needs will be fully considered. Salary will be determined by whether this is a part-time or full-time position.

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To Recommend a Candidate or to Apply, please contact the following:

- Dr. Joel Cochran, Saint James Anglican Church senior warden, [cochraj2@gmail.com](mailto:cochraj2@gmail.com)
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## About Saint James Anglican Church

Saint James Anglican Church is a 300-year-old parish and church body with membership and governance under the leadership of The Right Reverend Charles F. “Chip” Edgar, II, Bishop of the Anglican Diocese of South Carolina, and The Right Reverend Foley Beach, Archbishop of the Anglican Communion of North America.

Our church is led by ecclesiastical (clergy) authority and a synodical (lay leadership) authority under the direction of a rector or priest-in-charge. Our priest-in-charge is The Reverend Richard Grimball.

Our synodical leadership, the Vestry, is composed of up to twelve church members elected by the congregation.

Saint James is a Christ-centered church. We are followers of our Lord Jesus Christ, who commands us to love the Lord our God with all our hearts, minds, and spirits and to love one another as He loves us.

Saint James has taken a biblical stand as a member of the Anglican Diocese of South Carolina, The Anglican Church of North America (ACNA), and The Global Anglican Future Conference (GAFCON), to remain true to the divinity of Christ, the Holy Trinity, and the teaching of our Lord.

Our vision statement is, as follows: *Love God. Love People. Build Community.*