

## **Coordinator of Youth Ministries**

### **Job Description**

#### **First Presbyterian Church, Cheraw SC**

- Lead youth through weekly study programs and activities based around the gospel
- Coordinate youth activities/weekly study by consulting with youths and advisors based on interests and youth ideas
- Coordinate youth retreats (especially Montreat Conference) through planning, organizing publicizing and taking record of payments/youth registrations
- Coordinate transport to and from youth activities (including Montreat)
- Recruit adult leader(s) and a cook for the Montreat youth conference
- Attend the Montreat youth conference with the youth
- Work with Christian Education Ministry to recruit or retain youth advisors
- Work with youth, advisors and pastor to plan youth Sunday order of events and liturgy
- Assist seniors in writing sermon for youth Sunday based on approved theme and practice frequently for execution of said service
- Plan for graduation Sunday by coordinating with Pastor and Worship Ministry Team in order to establish service, recognition list and graduate gifts
- Coordinate with Pastor to plan Confirmation classes (in which a youth completes to become a church member)
- Serve on Presbytery Youth Planning Teams and encourage youth to attend meetings or take leadership positions

**The Coordinator of Youth Ministries is accountable to the Pastor/Head of Staff and to the Session of FPC Cheraw.**

**Date Written: June 1 2023**

**Date Approved by Session:**