

Job Title:	Youth Minister
Location:	St. Philip Church and School
Reports To:	Pastor
FLSA Status:	Part-time (20 hours)
Last Revised:	September 21, 2022

Summary:

Supervises volunteer leaders, middle school coordinator and young people participating in activities. Create opportunities and an environment for young people in to learn how to be disciples of Jesus Christ through the participation in the life, mission, and work of the faith community. Foster the personal and spiritual growth of each young person. Accomplish these objectives by serving in these capacities:

- Oversee and lead high school youth formation and volunteers
- Provide support for middle school youth, work with middle school coordinator
- Serve as a resource and offer guidance to the core committee of Vacation Bible School
- Connect youth to their parish life and provide support for their faith journey

Essential Job Functions:

- Plan, develop, promote and supervise a balanced program of activities and events for high school and middle school youth throughout the year that encourages faith formation.
- Provide service project opportunities, spiritual growth, facilitate relationships of young people.
- Leadership team growth: Adult leader and God Squad peer leadership team recruitment and planning meetings. Ensuring safe environment training is up to date.
- Build relationships with the youth and families and assess their needs.
 - Greeting families at mass and parish events (Confirmation, parish picnic, socials)
 - Participate and recruit youth to larger events (NCYC, TEC, Source & Summit, CHWC, Mission Evansville) when possible to show support and foster relationships.
 - Communicate with parents and young people through various outlets and tools such as the bulletin, email, texting and social media. Create, distribute, and post flyers. Use “Remind” app or other software for text updates.
- Offer support and assistance to parents and ensure they are informed on opportunities
- Attend staff meetings and quarterly diocesan meetings. Maintain relationships with other youth ministers and director of youth and young adult ministry at the diocese.
- Serve as the parish liaison for middle school through young adult initiatives from the diocese and Westside parishes for larger events.
- Develop and monitor budget. Maintain statements and records.
- Organize and execute fundraising opportunities as needed for events, trips, other.
- Continue professional development by attending diocesan training, classes and an annual professional conference, other opportunities as they arise.



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Specific skills and responsibilities can be negotiable with the pastor's advisement.

Applicants shall exhibit in behavior and lifestyle values compatible with Catholic beliefs in particular as well as being a practicing Roman Catholic. All employees shall abide by the laws of the Church and the state. All employees must comply with the provisions of the Safe Environment Program of the Diocese of Evansville.

Please send resume via email to:

Fr. Ryan Hilderbrand
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