

*Ecumenical Youth Ministry Project* Youth Ministry Coordinator  
Glen Ridge, Montclair and surrounding areas (NJ)  
Position Description

About the *Ecumenical Youth Ministry Project*:

**Mission:**

*The ecumenical youth ministry project* exists to create a space for young people to experience a welcoming, supportive Christian community that affirms their full identities (including their race, ethnicity, gender identity, sexual orientation, and socio-economic background), that enables them to develop deep and meaningful relationships with their peers, and that encourages the development of a progressive Christian spirituality. It is a collaborative effort amongst multiple churches and provides meaningful opportunities for youth to lead and shape the program.

**Vision:**

*The ecumenical youth ministry project* represents an innovative approach to youth ministry that seeks to create a Christian community that is inclusive, welcoming, and affirming of various identities. By affirming young people's identities and encouraging the development of a Christian spirituality that they feel comfortable and empowered to express to the world, the project is helping to shape the next generation of faith leaders who are committed to creating a more just and compassionate world.

**Strategy:**

*The ecumenical youth ministry project* also recognizes the importance of community in the development of young people's faith. Through a variety of activities and programs, young people are encouraged to connect with one another and build meaningful relationships while exploring faith together. These activities may include Bible studies, community service projects, retreats, and social events that encourage the youth to put their faith into action in the world. Participants are encouraged to engage critically with the Bible, Christian tradition, and contemporary issues facing the world. The project recognizes that young people have unique perspectives and experiences, and seeks to create a space where these perspectives and experiences can be shared and valued.

**Participating churches:**

First Lutheran Church  
Glen Ridge Congregational Church  
Grace Presbyterian Church  
St. Luke's Episcopal Church  
Union Congregational Church

## **Position Overview:**

The position of Youth Ministry Coordinator (YMC) is intended to facilitate and manage the development, programming, operations, and growth of the Ecumenical Youth Ministry Project in Glen Ridge, Montclair and surrounding areas. The YMC's primary role is to create a space that is supportive, inclusive and welcoming and to develop educational/spiritual programs for people in Middle School and High School.

**Reports to:** This position will report directly to the Senior Pastor of Glen Ridge Congregational Church (the Pastor). There will also be regular meetings of a Board comprised of representatives, including clergy, from the participating churches to facilitate feedback, clarity of needs and support from all participants.

**Position Parameters:** Approximately 20 hours a week on average. Availability for regular evening and weekend programs and a summer service trip a must.

## **Responsibilities:**

**Coordinate 2 Youth Group programs – one for Middle School and one for High School during the program year.**

- Plan activities that are age-appropriate, creative and generate enthusiasm for participation and the growth of progressive Christian spirituality through a combination of educational, community-building and service activities
- Facilitate youth leadership of the youth groups through structured leadership development programs, including regular youth leadership meetings to plan and train the leadership team
- Recruit adult leaders as needed to ensure Safe Church policies are followed
- Manage time and budgets well through purchasing or procuring of needed materials, set up of facilities, etc.
- Build relationships with each congregation and youth's families through attendance at each of the participating churches on a semi-regular basis.

**Plan, coordinate and lead special events that foster the spiritual development of participating youth**

- Plan and lead at least a fall retreat (possible fall and spring) for youth that builds the bonds of the group
- Coordinate logistics with the support of parent and other volunteers, including registration, transportation, finances, etc.

-Develop opportunities for youth to serve on a summer trip, at least for the High School youth group during the first year (summer '24), including logistics, planning and leadership of the trip

**Establish and maintain connections and communications with volunteers, youth, adults, community members, clergy, and lay leadership**

- Develop systems and a culture of welcoming new folks into the group
- Maintain registration, attendance and records of program participation. Identify and follow up as needed when attendance lags
- Establish regular system of communications to ensure all parents and youth are aware of activities and deadlines.
- Create a social media presence for the project which evangelizes about the group
- Ensure Safe Church Policy is followed at all events and on social media. Coordinate with Board to ensure all volunteers and chaperones have completed appropriate training

**Key Qualifications:**

- Mature and active spiritual life, including participation in a Christian community
- Excellent interpersonal skills and ability to connect with youth
- Solid organizational skills with an emphasis on advance planning
- Knowledge of child development and basic theological training
- Understanding of and support for LGBTQ+ affirming theologies and practices

**Salary: \$26,000–\$30,000 / year for 20 hours / week**

*People of color, LGBTQ+ people and women are especially encouraged to apply.*

**For more information and to apply, contact Rev. Jeff Mansfield at  
pastor.jeff@glenridgecong.org.**