

YOUTH MINISTER SERIES

The purpose of this position is to implement the parish's commitment to, with, by and for youth as outlined in the 1997 USCC document, *Renewing the Vision*. This includes the following 8 components: Advocacy, Catechesis, Community Life, Evangelization, Justice & Service, Leadership Development, Pastoral Care and Prayer & Worship.

DESCRIPTION OF LEVELS:

Youth Minister III: The Youth Minister III is responsible for a large and comprehensive Youth Ministry Program in a parish. The program consists of a wide variety of components: catechesis, evangelization, social action, community building, spirituality, liturgy, guidance, empowerment, and advocacy. The Youth Minister III typically supervises paid and/or volunteer staff including program leaders and secretarial staff. The position requires Youth Minister Certification through SBI and 5 years' experience in the field. The Youth Minister III typically performs or directs most of the duties listed below under Typical Job Responsibilities.

Youth Minister II: The Youth Minister II is responsible for a youth ministry program of more limited scope in a parish (i.e., a narrower range of activities and programs than described above under Youth Minister III, often without responsibility for youth catechesis). The Youth Minister II may supervise staff consisting primarily of volunteers. The Youth Minister II position requires Youth Minister Certification through SBI and 3 years' experience in the field. The Youth Minister II typically performs or directs many of the duties described below under Typical Job Responsibilities.

Youth Minister I: The Youth Minister I is responsible for coordinating a specific segment of a total youth ministry program. The Youth Minister I may supervise volunteers. This position may be filled by interns in Youth Ministry. It requires eligibility for enrollment in a youth minister certification program through SBI.

TYPICAL JOB RESPONSIBILITIES FOR YOUTH MINISTERS:

1. Collaborates with the pastor and other staff in implementing the mission of the Parish. This is accomplished by participating in the comprehensive planning, implementation and evaluation of parish goals and objectives, with specific focus on youth ministry. Serves as a professional resource to parish staff regarding youth ministry. Also participates and cooperates in cluster/quadrant planning and collaboration efforts.
2. Assures the development of youth activities for students in grades 6/7-12 that foster spiritual formation. This should include, but not be limited to, socials, recreation, athletic activities, outreach programs, youth-oriented liturgies, retreats and community service opportunities.
3. Assures the development and implementation of faith formation programs for youth. Responsible for the following: recruiting, enabling, directing, training and supervising catechists and other personnel for faith formation programs for grades 7-12, including Confirmation where applicable. Oversees the administration of these programs, including publicity, organization, and implementation.

4. Assures on-going faith development opportunities with youth. This is accomplished by organizing liturgical celebrations with youth, by creating opportunities where young people can learn how God is present to them in their life experiences, and by recruiting and training volunteers to facilitate opportunities for youth to experience God in their lives.
5. Assures direct ministerial outreach to parish youth by coordinating and participating in activities such as youth retreats, social events, religious education sessions, athletics, etc., and by attending parish liturgies, community and school functions according to program priorities. Also coordinates direct evangelization outreach programs to unchurched youth.
6. Assists the pastor in carrying out activities required of him in the area of youth ministry. This is accomplished by planning and scheduling programs/events with the pastor to help meet the needs of parish youth, determining with the pastor how his pastoral presence can most effectively be experienced, and sharing information, as appropriate, regarding families/youth in crisis to strategize an effective response to the situation.
7. Assures the budget for youth ministry is prepared and submitted in a timely manner. When budget is approved, assures the monthly monitoring of income and expenses; authorizes all expenditures for that budget. Also assures the development and maintenance of accurate and confidential record-keeping systems.
8. Serves as staff to the Parish Youth Commission/Committee. Assists the Chairperson in preparing the agenda and provides information and research for the Commission as requested and as available.
9. Enables youth to assume appropriate roles of service and leadership within the parish through training and advocacy. This is accomplished by requesting youth to serve on parish council, parish committees and/or serve in a variety of ministerial roles (ie. lector, eucharistic minister, catechist, etc.)
10. Maintains a level of knowledge and skills required for this ministry. This is accomplished by regular updating, through reading, and participation at workshops, conventions, etc. Also participates in local, regional, and national professional organizations, as approved and as appropriate.

Necessary Qualifications:

For Youth Minister I

- Active member of a Roman Catholic parish faith community.
- Eligibility for enrollment in a youth ministry certification program
- Some Youth Ministry experience desirable.

For Youth Minister II

- Above PLUS Youth Ministry Certification and three years of Youth Ministry experience.

For Youth Minister III

- Above PLUS Youth Ministry Certification and five years of Youth Ministry experience.