Director of Youth Formation

Overview:
St. Mary’s Episcopal Church in Richmond, Virginia is seeking a person who feels called to serve as the Director of Youth Formation and to share in the ministry of our parish. This position is responsible for the ministry with our 6th through 12th grade students with an emphasis on building Christian community, forming lifelong disciples, and supporting their identity as beloved children of God. The Director will serve as a crucial member of our team-oriented staff where mutual support and collaboration are highly valued.

Major Goals
- Envision, plan, and carry out programming that supports the spiritual life of the youth of the parish
- Connect the youth to the larger life of the parish and their place as full members of the congregation
- Recruit, train, and equip lay volunteers to serve the youth ministry
- Foster connection and a supportive relationship with the youth families, especially being available in major transitions or times of need

Additional Responsibilities
- Hold regular fellowship events for middle and high school students
- Coordinate and lead summer youth trips
- Plan special events and retreats, especially including those parish youth programs offered by the diocese
- Organize and implement local outreach projects with support from the parish Outreach Committee
- Lead and preparing the Confirmation Class, with the support of adult leaders
- Oversee the Acolyte Ministry with support from two adult leaders
- Provide a safe, supportive environment that is in compliance with Safe Church Guidelines (given by the diocese)
Integrate youth in special events of the Church Year, including the Blessing of the Keys, Christmas Pageant, Pancake Supper, Easter, and Children and Youth Sunday

Be responsible for the youth budget and the right use of financial resources, with assistance from the Executive Director

As able, support youth outside of normal programming through attending sporting events, sending birthday cards, or other creative and appropriate points of connection

Communicate all youth updates to youth families and provide highlights to the wider parish with assistance from with the Director of Communications

Oversee the Youth Ministry Committee

Staff and Church Relations

Report to the Associate Rector for support and supervision

Attend weekly Staff meetings, monthly Program Staff meetings, and Youth Formation Committee Meetings

Regularly attend Sunday morning worship

Collaborate with the Children’s Ministry, when appropriate

 Occasionally pitch in on projects and events for the wider parish, especially being present when youth will be involved

Minimum Qualifications & Key Skills

4-year college degree or 4+ years qualified, relevant experience

Valid driver’s license

Willing to submit a background check

A mature person of faith with a deep understanding and appreciation of Scripture, theology, and the Episcopal Church

Strong organizational and communication skills

Relationally gifted and passionate about authentic connection

Compensation

This is a full-time position with competitive compensation and full benefits including health insurance and contributions to the Lay Pension Program of the Church.

To Apply

Please send a cover letter providing an introduction of yourself along with a resume including at least two references. Please send all materials to:

The Rev. Kilpy Singer
ksinger@stmarysgoochland.org