

Youth Ministry Associate Director Also oversees High School OR Middle School Girls or Guys

The Falls Church Anglican (TFCA) is seeking a full-time Youth Ministry Associate Director who will passionately and attractively convey Biblical truths to high schoolers or middle schoolers, both in teaching and fun.

In this position, the Associate Director will function in the same capacity as the assistant directors overseeing their perspective ministries with the added responsibilities. These responsibilities include but are not limited to overseeing the fellows (yearlong interns) and summer interns focusing on discipling and encouraging them in their ministry.

Duties and Responsibilities:

- **Operate as the Youth Director in the Director's absence.**
- **Recruit, Train, and Incorporate Interns and Fellows into the Youth Program**
 - Assist in creating a curriculum and plan for the interns and fellows to be disciplined and involved in the youth program.
- **Implement and Support Department's Ministry Plans**
 - Assist the Director in planning and carrying out youth ministry to build relationships to evangelize and disciple students. Speak, lead Bible studies, train ministry volunteers, pray with students and their parents, and manage activities. Suggest/initiate program improvements. Serve as leadership contact for interested students, parents, volunteer leaders, and others as required and maintain effective relationships and communication. Ensure plans and projects are sufficiently supported with volunteers, staff, technology, facilities, and communications. Plan and provide communication to/facilitate positive relationships with all key groups, which may include students, family members, vendors, venues, and other TFCA departments. Assist with budget tracking and financial management for Crossroads. Track ministry results and provide reports as requested by the Director.
- **Work with Staff, Volunteers, and Participants**
 - Ensure adequate staff and volunteers are available and assigned to projects. Help recruit, train, supervise, develop, and recognize teams of volunteers with skills needed for each role. Interact with participants of ministry activities to foster communication, relationships, and spiritual growth. Build relationships with ministry participants and deliver required services.

- **Special Events**

- Plan, deliver, and coordinate for special events. Type of events vary in purpose and frequency but include planning, scheduling vendors, ensuring event safety, defining and filling volunteer needs, communication, onsite support, event budgeting, knowing and meeting legal or organizational requirements, interacting with participants, potential travel, clean-up, and follow-up actions.

- **Teamwork**

- Participate as an active part of the Youth Ministry team under the supervision of the Director. Actively assist with ministry communication, promotion, and problem-solving.

Qualifications:

We're seeking candidates who have a strong desire to maintain the church's reputation of spirit-filled traditional and contemporary worship services. The successful candidate will have:

- 5+ years experience in professional setting, with budget and program responsibility, public speaking experience preferred
- BA in related field; combination of education and experience may be considered; some theological education preferred
- 2+ years experience volunteer management
- 2+ years experience working in a ministry (church or nonprofit) setting
- Basic office technology skills: Microsoft Office suite, database, website, spreadsheets, and social media skills
- Satisfactory background check
- Agreement with TFCA's doctrinal position (see <https://www.tfcanglican.org/visit/what-we-believe>)

Within this context, we are committed to equality of treatment in hiring and in all employment conditions and opportunities. Compensation depends on experience. We offer an excellent benefit package.

How to Apply : Please send a cover letter and resume to resumes@tfcanglican.org, with "Youth Ministry Associate Director" in the subject line.