

IN THE LOOP
YOUTH GROUP COORDINATOR
JOB DESCRIPTION

Job Description: Develop and lead a youth group program for churches which are members of the In The Loop (ITL) Ministry Group of Baltimore Presbytery. Duties would include:

- a. Coordinate and lead gatherings/activities with the youth from the In the Loop churches at least once per month, as well as to plan community youth outreach events.
- b. Serve as the primary communicator with parents, youth, Advisory Committee and In the Loop pastors.
- c. Assist In The Loop churches that do not have participating youth to recruit youth.
- d. Meet quarterly with Advisory Committee consisting of In the Loop Convenors and one adult from each participating church.
- e. Create monthly written reports of all activities the previous month and planned activities to be provided to ITL Convenor monthly and Advisory Committee at quarterly meetings.
- f. Identify opportunities for youth leadership by assigning planning for activities and meeting elements to teams of two or more, as appropriate.

Qualifications:

- a. Undergraduate degree preferred but will accept experience in lieu of education.
- b. Active member of a Christian church (to be confirmed by a letter from the pastor).
- c. Past experience leading and interacting with both individuals and groups of youth grades 6 to 12.
- d. At least 21 years of age.

Supervision:

- a. Advisory Committee (ITL Convenor and one adult from each participating church). ITL Convenor will make reports to ITL as a whole at regular ITL meetings.

Hours and Salary:

- a. 20 hours per month at \$20.00 per hour.