



**CHRIST CHURCH BRONXVILLE**  
**CHILDREN AND YOUTH MINISTER**  
FULL TIME

## **Position Summary**

We are looking for a Children and Youth Minister (Minister). The perfect candidate will develop this area of ministry with new ideas. We are looking for someone to be an integral part of a team, and to collaborate closely with the clergy, other staff, parishioners, volunteers, and parents. The goal is to meet the needs of the community, which requires flexibility, creativity, and knowledge of the developmental and spiritual needs of young people and their families.

The Minister is responsible for two key formation programs:

- Youth and family ministry (Grade 7 – Grade 12)
- Children and family ministry (newborn – Grade 6)

The Minister will oversee the Christian formation program for youth, children, and families from newborn through 12th grade at Christ Church.

The Minister will also facilitate opportunities for our children and youth to grow in service, fellowship, and faith outside of the church through partnerships with outside groups.

Christ Church is looking for a leader who has a deep commitment to working with young people and their families. The ideal candidate will support the children and youth in their journey towards a deeper relationship with God, the church, the community, and each other.

This is a full-time position with some flexibility but including Monday evening, Wednesday day and evening, and Sundays.

## **Duties and Responsibilities for Children & Youth Minister**

### **Coordinate weekly Sunday morning sessions for children Sunday school groups**

- Coordinate youth and children's participation in children's Sunday School.
- Facilitate the Godly Play and Godly Dialogue curriculum in consultation with the clergy.
- Recruit, train, and provide support for volunteer teachers and aides.
- Ensure all participants are kept fully informed through clear communication.
- Coordinate with other program leaders and members of staff about Sunday morning activities.
- Recruit children to participate
- Ensure that all events occur with appropriate adult supervision (Keeping God's People Safe)

### **Develop opportunities for youth and children to actively engage with worship**

- Encourage opportunities for youth and children to serve as acolytes, readers, and greeters within the worship of the church.
- Encourage and coordinate youth and children leadership and involvement in seasonal worship opportunities, including the Christmas Pageant and Holy Week.

### **Youth**

- Facilitate and coordinate volunteers for weekly Episcopal Youth Community (EYC) meeting on Monday evenings (Grades 9-12)
- Plan and direct annual EYC pilgrimage to the Taizé Community in France in February and a domestic service trip during the summer.
- Oversee and assist the clergy in co-teaching youth Confirmation preparation on Wednesday evenings (Grades 7-8).
- Maintain visible presence in the life of youth and children at performances, concerts, and games.
- Recruiting youth to join EYC.

### **Develop and establish events occurring at times other than Sunday mornings**

- Coordinate with volunteers and staff to develop events on and off campus (e.g. parties, retreats, social events, mission-based action) to encourage fellowship for the youth and children and their families.
- Work closely with Director of Music for any children and youth music groups (if needed).
- Coordinate with staff and volunteers to enable intergenerational events.

### **Develop and facilitate service opportunities for youth outside the church**

- Coordinate youth participation in outreach ministries, including the Midnight and Breakfast Runs, with goal of having fun, meaningful community building, faith and leadership formation.
- Consult with clergy and staff on integrating children and youth and their families in intergenerational service opportunities.

### **Provide pastoral care to youth, families, and volunteers**

- Provide consistent support for youth, children, and their families - including in times of personal or family crisis
- Communicate with staff about pastoral sensitivities in the lives of individuals/ families
- Establish and maintain healthy, pastoral relationships with the youth and children in partnership with the clergy
- Build relationships with parents and encourage their engagement with the ministry where appropriate

## **Other Responsibilities**

- Collaborate with other staff to create and distribute communications.
- Oversee nursery staff on Sunday morning.

## **Qualifications/Experience**

- A personal Christian faith with desire to learn and grow.
- Ability to connect with young people and their parents and guardians.
- Strong communication and organizational skills.
- A collaborator with a capacity for strategic thinking.
- Experience in teaching or in ministry.

## **Benefits**

- Health and Dental Insurance
- Pension and Life Insurance
- Paid Vacation and Sick Leave
- Schedule flexibility to facilitate work/life balance

## **To apply**

Learn more about Christ Church Bronxville: [www.ccbny.org](http://www.ccbny.org)

Qualified applicants are invited to send their resume and cover letter to:

The Rev. Dr. Kurt Gerhard at [kgerhard@ccbny.org](mailto:kgerhard@ccbny.org)