

**FIRST UNITED METHODIST CHURCH
TULSA, OK**

Position Description:
Senior High Youth Associate

Reports to:
Youth Ministry Director

POSITION DESCRIPTION

First United Methodist Tulsa and Firsties Youth is seeking an innovative, creative, out-going person with a heart for youth for the position of Senior High Youth Associate. This position will lead the senior youth ministry as it fulfills First United Methodist Tulsa's mission to help people become fully committed followers of Jesus Christ. The position works within the greater youth ministry team to development and implement all aspects of youth programming, primarily serving students from ninth to twelfth grade. First United Methodist Tulsa and Firsties Youth desire to see our city and our world transformed by followers of Jesus Christ who exhibit grace, show love, and go when God calls.

SPECIFIC RESPONSIBILITIES

I. Senior High Youth Programming and Ministry (70%) –

- Establish and develop relationships with high school students to provide support, connection, discipleship, and encouragement.
- Provide leadership, teaching, and oversight of senior high youth ministry programming, including weekly programs and special events.
- Coordinate with youth ministry staff and volunteers to connect with families who are in the community, not present, or seem to be disengaged from youth ministry.
- Implement exceptional and personal follow up to all first-time visitors within 48 hours of a attending an FUMC-Tulsa event.
- Participate in additional cross-departmental initiatives, staff meetings, and all other general staff responsibilities.
- Engage in professional leadership development through supervision, further educational opportunities, and staff trainings.
- Other duties as assigned.

II. Volunteer and Parent Development (20%) –

- Establish relationships with youth ministry volunteers regularly to provide support, training, pastoral care, and encouragement.
- Develop and nurture spiritual leaders within youth ministry, putting them in roles in which they can use their gifting.
- Coordinate with the youth ministry staff to establish and implement a strategic plan for recruiting, training, and maintaining youth ministry leaders/volunteers.

- Ensure that all senior high youth ministry volunteers and special event volunteers are recruited, trained and background checked before their volunteer role or special event begins.

III. Senior High and College Transitions (10%) –

- Coordinate with the Junior High Youth Minister in transitioning eighth graders into senior high ministry.
- Oversee the transition of twelfth grade into college and adult life by providing connectional resources for students and families before and after high school graduation.
- Alongside the Youth Ministry Director, help coordinate events that provide touchpoints for college students throughout the year.

Status/FLSA: Full-time, exempt.

Typical Hours: M,T,Th: 9am-5pm; Wed: 9am-9:30pm; Sunday: 8:30-12:30pm

Experience: Bachelor's degree strongly preferred; experience in youth ministry

APPLICATION SUBMISSION INSTRUCTIONS:

Interested candidates please complete the following application packet and email it to jeremyfulda@fumctulsa.org:

- 1) Cover Letter
- 2) Resume
- 3) Three References (Pastoral, Most Recent Supervisor, and Additional Previous Supervisor)