

**Youth Ministry Coordinator**  
First Unitarian Church of Rochester, NY

**First Unitarian Church**, a progressive, inclusive, and engaged congregation in Rochester, NY, is seeking a part-time, hourly, Youth Ministry Coordinator.

This role reports to the Director of Religious Education. The position is for approximately 5-6 hours a week, meeting primarily on Sundays between 9:30am-12:30pm from late August through mid June. One Sunday off a month. Position to start April 16th or 23rd.

As Youth Ministry Coordinator, you will provide guidance, organizational and educational support for Unitarian Universalist youth. Everything we do here is driven by our congregation's mission, vision and ends ([rochesterunitarian.org/mission-ends/](http://rochesterunitarian.org/mission-ends/)).

**Key Responsibilities**

1. Oversee programming for the high school youth group to ensure that it is consistent with the Religious Education mission and comprehensive program goals.
2. Manage program elements, ensuring advanced weekly planning of designated worship and session content. Facilitate process at opening retreat for year-long program planning.
3. Engage youth in mutual participation with church community, including taking on roles according to their gifts and passions, as well as in social action initiatives.
4. Maintain attendance records, communication system (including constant contact newsletter, church newsletter, facebook), and youth resources including fiscal budget line.
5. Follow Religious Education policies related to youth, ensuring health and safety practices.
6. Provide leadership support to a team of 5-6 volunteers.

**Position Requirements**

- High School Diploma or equivalent.
- Must pass our standard background check and be fully vaccinated for COVID-19.
- Know, affirm, and model UU Principles and values.
- 1-3 years of working with teens or adolescent group experience.
- \*Due to safety regulations, the Youth Ministry Coordinator must be 25 yrs. of age or older.

**Core Competencies**

- **Collaboration:** Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others; seeks feedback.
- **Spiritual Maturity:** Cultivates covenantal relationships and networks of accountability; shows strong personal depth and spiritual grounding; demonstrates integrity and constancy of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate UU theology of liberation.
- **Self-Differentiation and Resilience:** Demonstrates relatively non-anxious presence and

appropriate personal boundaries in relationships; Learns from adversity and failure; copes effectively with change; can operate effectively without having the total picture.

- **Effective Management** - Be able to prioritize and perform multiple tasks under time deadlines; can anticipate and adjust for problems and motivate others to assist. Can organize resources (people, funds, materials) to get things done. Able to conceive of systematic solutions to recurring needs and think strategically and long-term.
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**Start Date: ASAP**

**Reports to: Sheila Schuh**

**Deadline for applications: Open until filled**

People with disabilities, BIPOC, and LGBTQ+ candidates are encouraged to apply. First Unitarian Church is committed to developing a diverse and talented staff team. If you are excited about this role but are unsure whether you meet 100% of the requirements, we encourage you to inquire. **Send resume or questions to Sheila Schuh, Director of Religious Education at [SheilaS@rochesterunitarian.org](mailto:SheilaS@rochesterunitarian.org)**