



Unity of Nashville
5125 Franklin Pike
Nashville TN 37220
615-333-1323
revjohn@unityofnashville.org

JOB TITLE Youth Coordinator
STATUS Part-time - 6 hours per week (average)
SUPERVISOR Youth & Family Ministry Director
START DATE September 1, 2017

JOB SUMMARY

In support of the mission of our church, the Youth Coordinator will work with the middle school and high school aged youth in groups (6th 7th 8th and 9th - 12th) of Unity of Nashville.

You will design and implement rewarding, enriching experiences aimed at cultivating a uniquely inclusive and empowering program. These will be based on a firm grounding in Unity principles, life skills, while offering youth time for fellowship and service to the community.

We are seeking someone who is passionate about working with tweens and teens and is focused on preparing them to be effective co-creators in a “world that works for all.”

ESSENTIAL FUNCTIONS AND REQUIREMENTS

Plan and lead 60-minute 9-12th youth group meeting on Sundays

Plan and support 60-minute 6-8th youth group meetings on Sundays

Plan, support and participate in overnight service trip(s) as determined (i.e. local events and overnights).

Find, create and/or implement relevant, cutting edge curricula

Meet regularly with Youth & Family Director, Senior Minister, and all children and youth staff

Communicate all pertinent information with youth, their parents, and youth group volunteers through email, text, phone, and social media

Recruit volunteers to assist with youth group – Sundays and events

Plan an Annual Youth Worship Service with Teen group

In collaboration with Senior Minister and Youth & Family Director, plan a service for the presentation of the Youth’s Credo statements and one significant service learning project annually.

ADMINISTRATIVE

Create, organize and collect registration, travel, and volunteer forms throughout the year

Buy and manage supplies and/or delegate to responsible volunteer

Track and submit all receipts

Maintain, clean, and organize youth spaces, equipment and resources

OTHER RESPONSIBILITIES

Sundays, Christmas Eve, New Year's Eve and some mid-week work required

Great at using Google sheets, docs, MailChimp, social media, etc.

Participate in Safe Congregation policies

Plan and attend church events as they involve youth

Red Cross CPR training is recommended

Willing to have the "hard conversations" when warranted

Be conversant with all state and federal laws regarding the safe supervision of children and respond/act accordingly when required

QUALIFICATIONS & COMPETENCIES

Knowledge of essential **Positive Youth Development** principles and practices

Experience with intentional **Service Learning practices** and projects

Experience working with youth at the Middle School and High School levels

Ability to plan and facilitate group activities and excellent team-building skills

Enthusiastic and up-beat personality with a good sense of humor

Ministry, divinity school student or previous church is experience is great but not mandatory

Arts background or event planning skills are a plus

Strong communication and organizational skills

Experience planning performances or worship services

Must be 25 years of age

Background check will be required

COMPENSATION

\$20 per hour for a forty-eight (48) week year

Additional compensation may be available for extraordinary time spent

WHO WE ARE

Unity of Nashville is a New Thought church best described as "culturally Christian yet spiritually unlimited." Our aim is to teach the truth so that all who are seeking a larger experience of life might find it through the understanding and practice of spiritual principles. We are dogma-free, practice inclusivity and choose the power of positivity in our approach to worship, teaching, and life.

Our environment (and worship) is casual yet respectful, creative, fun, and collaborative.

Interested candidates please send cover letter and resume by email to

Rev. John M McLean, Senior Minister

Unity of Nashville

revjohn@unityofnashville.org

Unity of Nashville is an Equal Opportunity Employer. No person will be discriminated against because of race, religion, creed, color, sex, sexual orientation, age, national origin, veteran status, or disability. Each person is evaluated on his/her own merit in determining employment and advancement opportunities.