

**HOLY TRINITY EPISCOPAL CHURCH
CLEMSON, SOUTH CAROLINA**

POSITION DESCRIPTION – Youth Leader

June 2018

Summary of Position

This individual is responsible for the development of activities for the Youth of Holy Trinity with the assistance of the Youth volunteer leaders, parents and Rector. This is a 9month, part-time position running from August to May of each year.

Job Description

- Meet with Rector/Youth Sunday School leaders to prepare a tentative plan for the school year in August
- Meet with Youth and Youth parents in August to introduce himself/herself
- Hold bimonthly youth meetings/activities/volunteer opportunities
- Communicate with youth minimally throughout the month by phone or text
- Incorporate Youth in parish activities where possible
- Work with Youth Sunday School leaders to ensure continuity of purpose and goals across Youth Ministry program
- Complete an Episcopal Safe Church Training Seminar and all mandated background checks before starting employment