

# Follen Church is hiring a Youth Program Coordinator!

Reporting to the Director of Religious Education (DRE), the Youth Program Coordinator (YPC) will be responsible for:



- Planning and coordinating youth programming with the Youth Advisory Committee (YAC) and DRE, including the weekly FUUY Youth Group and other programs or events
- Leadership and support for leadership development during Youth Group gatherings
- Organizing and participating in an annual week-long Youth Service Trip, and other social justice initiatives
- Recruitment, training, and managing of volunteer Youth Advisors
- Collaborating with youth to design an annual Youth worship service, and implement rites of passage and recognition.
- Organizing fund-raising, parent orientations, and other activities.
- Communications through social media, emails, texts, and other means as needed.
- Budget management

The YPC work schedule will be determined in consultation with the DRE, but can be somewhat flexible. Sunday hours mid- September through mid-June will be required, though there will be options for occasional weekends off.

## QUALIFICATIONS:

The successful candidate will have an understanding and appreciation for Unitarian Universalism, experience and passion for working with teens, excellent interpersonal skills, and an ability to set appropriate boundaries. They will also have the ability to prioritize a wide variety of tasks efficiently. Experience working with volunteers would be helpful. Computer skills, including word processing, social media, and some familiarity with data entry, are required. The Youth Program Coordinator must have the ability to work independently, yet work well as part of a team. **Please note: The person holding this position must be 25 years of age or older, as prescribed by the UUA policy for youth work.**

## COMPENSATION AND OTHER TERMS OF EMPLOYMENT:

This is a part time, year-round position, averaging 10 hours per week, with an additional stipend and hours allotted for occasional overnight activities and an annual week-long Youth Service Trip. The full job description can be found [HERE](#). **Starting compensation: \$23 per hour, negotiable.**

**To apply:** Email resume and cover letter to [humanresources@follen.org](mailto:humanresources@follen.org) We are accepting applications until the position is filled.

*Follen is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*