The Lutheran Church of the Holy Spirit
3461 Cedar Crest Boulevard
Emmaus, PA 18049

MINISTRY POSITION DESCRIPTION

Title of Position: Director of Faith Formation for Youth and Young Adult Ministries (Full-Time)

Reports to: Senior Pastor

A. GENERAL DESCRIPTION

The Director of Faith Formation for Youth and Young Adult Ministries is a full-time position responsible for creating an authentic, engaging faith formation ministry that helps youth (grades 6–12) and young adults (ages 18–25) discover, nurture, and live out their Christian faith. This ministry is built primarily on relationship-building, mentoring, and discipleship, with the goal of helping young people understand and apply faith to their everyday lives.

The Director will provide consistent, full-time leadership and presence across multiple youth age groups and programming, with particular attention to dedicated high school ministry, young adult engagement, and intentional connections with families. This role includes evening and weekend availability to be present with youth, families, and volunteers. The Director of Faith Formation for Youth and Young Adult Ministries works collaboratively with the Director of Faith Formation for Children and the Senior Pastor and serves as the staff liaison to the Rejoicing Spirits Ministry. Rejoicing Spirits is an innovative ministry that works to enrich the faith lives of people with intellectual and developmental disabilities, their families and friends.

B. RESPONSIBILITIES

Build a culture of belonging where youth feel valued, important, and genuinely welcomed in the congregation. Working collaboratively with Director of Faith Formation for Children, emphasize continuity across the full faith journey from elementary to grades 6–12 and into young adulthood (ages 18–25+).

Develop dedicated, consistent high school ministry with sufficient leadership presence to address age-group-specific needs and programming.

Develop intentional ministry with young adults (ages 18–25), including strategies for maintaining connections after high school/college, reconnecting college graduates, and building young adult community within the congregation.

Help youth connect Christian faith with everyday real-world experiences.

Create an overall vision and strategy for faith formation that prioritizes relationships and discipleship while incorporating age-appropriate programming for middle school, senior high, and young adults

Plan, oversee, and coordinate catechetical and confirmation programs in cooperation with the pastors, with clear communication of expectations and milestones to youth and families.

Increase regular, consistent youth participation in worship and congregational life beyond special Sundays or scheduled events (ie music, service, art, and drama).

Coordinate local service, mission trips, youth conventions, and intentional opportunities for youth to apply faith to real-world needs and community issues.

Manage youth ministry budgets and provide oversight of program resources and planning.

Assist curriculum task force in evaluating and selecting age-appropriate curriculum materials and share in teaching ministry as appropriate.

VOLUNTEER & FAMILY PARTNERSHIP

Recruit, train, and equip volunteers to support youth faith formation programs and events, managing all required adult clearances per the congregation's child protection plan.

Partner actively with parents and families through proactive communication about programs, expectations, and participation

VISIBILITY & PRESENCE

Be actively engaged at youth programs, church events, community activities, worship.

Work flexible hours to accommodate youth ministry's evening and weekend schedule, including availability for retreats, mission trips, service projects, and special events.

Attend weekly staff meetings and periodic planning retreats.

Provide monthly reports to Council on youth ministry activities, attendance, and progress toward goals.

Perform other duties as assigned by the Senior Pastor.

C. SKILLS AND ATTRIBUTES NEEDED

PRIMARY QUALIFICATIONS

Passionate Mentor and Relational Leader

Exceptional Communication & Interpersonal Skills

Contemporary, Creative Youth Ministry Leader

Committed Christian & Lutheran Church Member

PREFERRED QUALIFICATIONS

Education & Experience

- Bachelor's degree in Youth Ministry, Christian Education, Family Ministry, or related field
- Minimum 2–3 years of professional or volunteer experience working with youth and young adults

Administrative & Organizational Competence

- Strong organizational and computer skills
- Budget management and financial responsibility

Diversity & Inclusion Commitment

- Demonstrated commitment to and experience with creating inclusive, welcoming environments that honor the diversity of the congregation and surrounding community

D. PERSONAL SUPPORT AND RESOURCES AVAILABLE

1. Senior Pastor
2. Other Program and Administrative Staff
3. Faith Formation for Youth Mission Team
4. Rejoicing Spirits Team
5. Staff Support Mission Team
6. Annual Budget to support youth and young adult programs

E. BENEFITS

For lay leaders: consistent with the benefit package described in the Lutheran Church of the Holy Spirit employee handbook

For rostered leaders: consistent with the compensation NEPS guidelines

Please contact Lutheran Church of the Holy Spirit for more information

Equal Opportunity Employment Statement

EOE AA M/F/Vet/Disability

Qualified applicants will receive consideration for employment without regard to their race, color, religion, national origin, sex, sexual orientation, gender identity, protected veteran status, or disability.

Revised: October 21, 2026