

Job Description

Position: Youth & Children's Minister

Church: First Congregational Church (United Church of Christ) of Fort Worth

Address: 4201 Trail Lake Drive, Fort Worth, Texas 76109

1. Position Overview

First Congregational Church of Fort Worth, an open and affirming congregation of the United Church of Christ, is seeking a passionate and inclusive Youth & Children's Minister to nurture the spiritual lives of our children and youth. This role focuses on creating a safe, joyful, and welcoming space where young people can explore faith, engage in service, and grow in community.

2. Key Responsibilities

A. Spiritual Education & Worship Programming

- Implement a progressive, spiritually rich curriculum aligned with UCC values.
- Create programming, lead lessons, and coordinate volunteers for the Sunday morning education hour for children and youth over the span of days from the Sunday after Labor Day through the Sunday prior to Memorial Day (the “**Programming Year**”).
- Present an engaging and thoughtful 5-minute Children's Moment during Sunday worship that aligns to the weekly sermon theme

B. Community and Social Programming

- Organize and lead regular youth group gatherings that prioritize relationship-building, community advocacy, service, inclusion, and fun.
- Plan and coordinate at least one Youth Mission/Service Trip annually, including fundraising, implementation of project covenant, parent information meetings, and recruiting volunteers/chaperones.
- Execute at least 2 youth and children social events during the Summer months (June - August)
- Collaborate with the Senior Minister and Worship Director to plan at least one Youth/Children-led worship service per year
- Plan and execute the annual Youth and Children’s Christmas program, and other holiday programs throughout the year as aligned with the Worship Director, Senior Minister, and Christian Education Committee.

C. Partnership & Communication

- Maintain regular, clear communication with parents regarding activities, events, and updates, via email, texts, event permission documents, and/or parent meetings.
- Work with the Communications and Office Manager to share news and weekly plans through the church newsletter and announcements.
- Establish a pool of multi-generational volunteers to support and facilitate the holistic development of children and youth.
- Welcome and engage visiting families with children or youth, providing information and support to help them connect with age-appropriate programs and feel at home in the church community.

D. Collaboration

- Serve as a creative and dependable team member, working closely with church leadership and volunteers to support the broader ministry of the church.
- Attend and provide updates at the monthly Christian Education Committee meeting regarding youth and children's program, activities, budgeting, and program needs

E. Policy Adherence & Safe Practices

- Ensure adherence to church policies, including proper vetting and background checks of volunteers, and compliance with Safe Church policies to provide a safe, nurturing environment for all children and youth.
 - Develop and adhere to established budgets for youth and children's programs
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3. Key Experience and Qualifications

- Experience in spiritual education and/or youth leadership in a church setting
 - Genuine passion for inclusive ministry with children and youth
 - Alignment with UCC theology and progressive Christian values, with a commitment to compassion, justice, and inclusion
 - Demonstrated dedication to open and affirming, antiracist values and the ability to foster a welcoming environment for all families
 - Strong capacity for empathy, self-awareness, and meaningful connection with diverse communities
 - Excellent communication and organizational skills
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4. Terms of Employment

- **Effective Date:** October 15, 2025.
- **Schedule:**
 - Regular attendance at Sunday worship is essential to the continuity and visibility of youth and children's ministries. Attend at least two Sundays per month during the summer.
 - Approximately 15 hours per week, including Sundays and at least one multi-day overnight youth service trip annually.
 - A hybrid schedule (combining in-person and remote work) may be arranged with supervisor approval.
- **Compensation:** \$20,000 annually, payable monthly.
- **Tax Withholding:** Applicable employment taxes will be withheld.
- **Benefits:** No additional compensation or benefits are provided.
- **Supervisor:** Senior Pastor.
- **Paid Time Off:** Two weeks off paid per year, not to exceed two Sundays per **Programming Year**. Paid time off is accrued at the rate of one week per six-months worked.
- **Leave Notice:** Planned absences require at least two weeks' advance notice, when possible. When taking scheduled Sundays off, the Youth & Children's Minister is expected to arrange appropriate coverage and curriculum implementation for the Children's Moment in worship and the Sunday education hour.
- **Termination:** Either party may terminate this agreement with 30 days' written notice.