



# Grace and Holy Trinity Cathedral

## GRACE AND HOLY TRINITY CATHEDRAL – YOUTH DIRECTOR

### PARISH DESCRIPTION

As the Episcopal Cathedral Church in the heart of Kansas City we seek and serve Christ in all people, loving our neighbors as ourselves while striving for justice, peace, and respect for every human being. Our worship, prayer, and formation support the restorative strength of our community, reconciling all people to God and one another through Christ.

We are an open and inclusive community encompassing all types of people searching for Christ's redeeming love and the challenge of leading faithful lives in a complex world. Come join our ministry team and help spread Christ's love to all.

### JOB DESCRIPTION

The Youth Director at Grace and Holy Trinity Cathedral provides specific, focused, and comprehensive ministry with young people grades 6-12.

- Part time position, 15-19 hours per week
- Responsible for weekly programming with youth in sixth through twelfth grade.
- This position is part of the Cathedral's Christian Formation staff team.
- The Youth Director reports to the Cathedral Clergy.

### PRIMARY RESPONSIBILITIES

Coordinate weekly youth gatherings

- Research, write, and develop curriculum for weekly meetings
- Outline semester programming and coordinate, as needed, with other Cathedral ministries
- Manage youth calendar and coordinate with Cathedral and Diocesan calendars
- Plan, lead, and oversee weekly meetings, youth-centric worship opportunities, and Confirmation preparation for youth

Recruit and manage volunteers

- Ensure all volunteers have Safeguarding training and background checks, meet diocesan standards for working with youth, and attend regular volunteer meetings
- Communicate with Youth, Parents, Cathedral, and Diocesan Communities
- Respond to parents' calls, texts, and emails
- Meet with and send regular communication to the parents
- Send communication and updates on Cathedral youth activities to area youth leaders, diocesan youth leaders, and Cathedral staff
- Provide pastoral care to youth and families as necessary

Diocesan Involvement

- Make weekly youth group available to metro youth
- Sit on Diocesan Youth Ministry Commission
- Help plan and host network and diocesan events
- Attend Diocesan youth events as a youth leader



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## QUALIFICATIONS

- Recognizes the value of every person and treats others with respect
- Skilled in organization, communication, administration, leadership, and collaboration; strong interpersonal skills
- Ability to work collaboratively and creatively with other lay and clergy leaders and staff of the Cathedral
- Passion for raising up, educating, and nurturing the youth of the Church
- Baptized and Confirmed Christian well versed in the beliefs and practices of The Episcopal Church
- Bachelor's Degree or higher
- Experience preferred

## SUBMISSION REQUIREMENTS

Please submit cover letter, résumé and references to The Very Rev. Dr. Andrew Keyse, Cathedral Dean ([akeyse@kccathedral.org](mailto:akeyse@kccathedral.org))