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| *Insert Parish logo here* |

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| Position title: | Youth Minister or Leader | Position reports to: | Parish Priest |
| Positions reporting to this one: | This position will involve the supervision of volunteers, including volunteers aged under 18 years. | Other key relationships: | Archdiocesan Office for Youth, Parish Pastoral Associate, Parish Pastoral Council |
| Position Purpose: | The Youth Minister or Leader will help involve young people in the life and mission of the Catholic Church at [*name of parish*] through leading the fortnightly youth group and parish engagement. | | |
| Qualifications and experience: | The following experience is desirable for the Youth Minister / Leader:   * Experience and expertise in Catholic youth ministry in a variety of settings. * Understanding of youth ministry within the Australian Catholic context. * Knowledge of the Catholic Church’s teachings and structures * Practices the Catholic faith through regular attendance at liturgy and reception of the Sacraments.   The following would be highly regarded:   * Undergraduate qualifications (completed or in progress) in youth ministry, youth work, theology, education or equivalent. * Previous experience in developing and delivering faith based programs and resources for young people. * Demonstrated commitment to youth ministry/leadership formation. | | |
| Training: | * All volunteers must complete the Safeguarding Essentials online training module on an annual basis. * Roles which work directly with children and young people are required to complete the Working Safely with Children and Young People online training module every 3 years. * Please note: Volunteers aged 16-17 must provide parental permission prior to undertaking online training modules. Volunteers under 16 do not undertake online training modules. * Other training as directed. | | |
| Conditions: | * This is a volunteer role. * Expected commitment is ……. hours a week/month. * Must hold a current Victorian Working with Children Check or Victorian Institute of Teaching registration. * Volunteers aged under 18 are exempt from the requirement to hold a Working with Children Check. * Must apply for a Police Check or provide a recent Police Check if applicable. | | |

| Skills and attributes: |
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| * Commitment to the safety of children, young people and vulnerable people * Motivated to work within the Catholic Church environment and a strong commitment to its values * Commitment to ongoing personal faith formation * Ability to develop and deliver holistic faith-based programs, utilizing existing resources * Enthusiasm for sharing the Gospel with young people. * Confidence in presenting to young people and engaging with young people. * Ability to work within the broader vision of the parish. * Honesty and integrity * Reliability * Responsibility * Ability to work collaboratively with other ministries and key partners including the parish secretary, and parish volunteers. * Planned and organised * Willingness to participate in learning opportunities e.g. induction, training and development * Able to communicate effectively and respectfully with others * Flexible and adaptable * Respect confidentiality and privacy * Able to confidently utilise relevant technology e.g. computers, internet, social media, website |

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| Key Results Areas: | Key Duties: |
| Coordinate the fortnightly parish youth group | * Develops a program for each fortnightly youth group session. * Recruits and coordinates a team of volunteers to assist in running the youth group. * Promotes and actively invites young people to participate. * Arranges visiting speakers / guest presenters. * Delivers talks and presentations and leads small-group discussions. * Run games and social activities in a safe manner. * Manages the youth group budget. * Ensures all activities of the youth group meet National Catholic Safeguarding Standards with the guidance of the Parish Safeguarding Committee. |
| Parish Engagement | * Facilitates the involvement of young people in the monthly Youth Mass. * Present at key parish events and engages with parishioners of all ages. * Manages the parish social media presence. |