

Job Title	Missioner for Youth (part-time – 0.27)
Reports to	Director for Mission and Ministry Development

Overview

The current Missioner for Youth position covers a parental leave with a contract term of 12 months, with possible extension up to 18 months total.

Job purpose

To extend existing youth ministry in the Diocese primarily through the ministries of individual parishes and the Diocesan Youth Movement (DYM) by 1) developing leaders in youth ministry including staff and volunteers and 2) organizing a calendar of events extending from junior youth to young adults

1. Youth Ministry Development

- Provide direct support, training, and assistance to parishes in developing and strengthening youth ministry programs.
- Serve as a resource on current youth ministry approaches, curricula, and best practices.
- Act as the diocesan staff resource and primary contact for the Diocesan Youth Ministry (DYM).

2. Leadership Development and Support

- Assist parishes in identifying, recruiting, and developing new youth ministry leaders.
- Provide ongoing pastoral and professional support to staff and volunteers in youth ministry.
- Offer training opportunities and mentorship, including optional supervision for new youth leaders.
- Maintain regular communication and check-ins with DYM and parish youth leaders.

3. Diocesan Youth Ministry (DYM) Support and Event Coordination

- Attend and support monthly DYM meetings, including coordinating agendas, minutes, and rotating chair roles.
- Plan and facilitate diocesan youth events and retreats, including:
 - Booking venues and retreat centres
 - Managing registration systems and communications
 - Coordinating logistics and responding to inquiries from parents, youth, and parishes
- Promote DYM events.

4. Parish Engagement and Support

- Build relationships with clergy and parish leaders to support local youth ministry initiatives.
- Visit parishes as schedule permits to:
 - Support youth events

- Offer training or consultation
- Provide guidance to parishes establishing or hiring youth ministry positions.

5. Safety, Pastoral Care, and Emergency Response

- Serve as on-call emergency support for diocesan youth events and retreats.
- Act as the designated first aider and ensure all safety protocols are followed, including:
 - Risk assessment of activities
 - Availability of first aid and naloxone kits
 - Presence of first aid trained leaders
- Provide pastoral care and crisis support for youth and staff.
- Respond appropriately to disclosures, including contacting MCFD when required.
- Ensure timely incident response, documentation, and follow-up, including debriefs when necessary.
- Maintain knowledge of Safe Church policies and practices.

6. Administration and Resourcing

- Maintain working knowledge of youth ministry curricula and local support resources for youth.
- Provide accessible information regarding logistics, bursaries, and diocesan opportunities.
- Attend Synod Office staff meetings and report on ministry developments and activities.

Qualifications

Education and Work Experience

- Post-secondary education with certification in Christian formation and/or youth ministry required
- Current First Aid certification
- A minimum of 5 years work experience with youth

Skills and Other Experience

- Demonstrated skills in leadership, oral and written communication, and interpersonal relations.
- Demonstrated event planning and organization skills
- A working knowledge of the faith, spirituality, and structure of the Anglican Church of Canada.
- A BC driver's license and access to a motor vehicle (car co-op acceptable) insured for business travel.
- Emergency First Aid certification
- Safe Church training
- Dismantling Racism
- Naloxone training
- Assist – Suicide Prevention training (2 day training – course will be paid for)
- Mental Health First aid (a plus!)

Working conditions and hours of work

- a. Part-time. 44.5 per month.
- b. The position requires the staff person to travel to parish locations, and be available for evening and week-end meetings and events as necessary.
- c. The Missioner should devote 50% of their time at youth events and 50% of their time preparing for events and supporting youth ministry in parishes.
- d. To attend monthly staff meetings as schedule permits.
- e. Acknowledging that youth ministry can be seasonal in terms of its time commitments, a time bank will be made available for the employee to average out their hours.
- f. Office with standard desk/workstation and equipment supplied including telephone, computer, internet, and access to a printer and photocopier.

Ways of Working or Working Standards

- a. The Missioner for Youth is required to remain current on Criminal Police Check with Vulnerable Sector Check and Sexual Misconduct prevention training.
- b. The Missioner for Youth is governed by the policies and practices of the Diocese of New Westminster and the Anglican Church of Canada, and all civil and human rights legislation.

Compensation and benefits

- a. Hourly rate is commensurate with experience and education, and in keeping with the diocesan pay grid developed for professionals in children and youth ministry (\$28.00 – 30.00/hr).
- b. Travel allowance per km is provided at the rate of \$0.72/km.

Accountability/Reporting Relationship

- a. The Diocesan Missioner for Youth reports to the Director for Mission and Ministry Development. There is an annual review with the Director for Mission and Ministry Development.
- b. The Missioner also works in close collaboration with the Missioner for Christian Formation.