



Our Mission:

We strive to embody the hope and love of Jesus for all through service, worship, and companionship.

**Position:** Assistant Director of Faith Formation for Young Adults (Full Time: 40 hours/week)

**Required for applying:** Cover letter and resume

**Submit application to:** Meredith Menius, [mmenius@hpcumc.org](mailto:mmenius@hpcumc.org), Director of Operations

**Deadline to submit application:** Thursday, July 2 at 5:00 pm

**Salary range:** \$50,000 - \$55,000

## General Description

**HPCUMC is seeking a lay (nonclergy) Assistant Director of Faith Formation for Young Adults.**

The Assistant Director of Faith Formation for Young Adults will work with young adults (ages 22-45) across a wide range of life stages and relationships to the church. This role cultivates multiple pathways into community and faith formation (including worship, study, service, and generosity) and recognizes that young adults engage in different ways and at different seasons of life. The Assistant Director will emphasize discipleship and leadership development, equipping young adults to grow in faith and to offer their gifts through leadership within the young adult ministry and the broader church. This position supports young adults who grew up at Hyde Park Community UMC, young adults who are new to Hyde Park Community UMC, those who participate primarily in weekday or off-site gatherings, those forming young families, or who are transitioning into new communities as they age into later adulthood. The Assistant Director of Faith Formation for Young Adults will report to the Director of Faith Formation.

## Staff Commitments

Commitment to Christian faith

Commitment to the mission of Hyde Park Community United Methodist Church

Commitment to team ministry

Commitment to excellence in all areas of responsibility

## Responsibilities

### Young Adult Ministry

- Partner with the Director of Faith Formation to cultivate a dynamic, welcoming young adult ministry that builds authentic relationships with God, one another, and the wider church, meeting people where they are in life and faith.
- Nurture and disciple young adults in their faith, creating opportunities for spiritual growth, reflection, and discernment while identifying, mentoring, and empowering young adults to lead within the young adult ministry and across the wider life of the church.
- Design and lead a weekly young adult study and discussion during the week that creates space for meaningful conversation, curiosity, and spiritual growth.
- Create and coordinate a weekly Young Adult Sunday School experience, shaping content that is accessible, relevant, and rooted in faith.
- Develop and coordinate intentional spiritual formation and community-building experiences for young adults, such as retreats (onsite at one of our campuses or offsite), attending a conference, or other immersive gatherings that deepen faith and strengthen relationships.
- Empower and support the “Not-So-Young-Adult” community (late 20’s to late 30’s) by collaborating with lay leaders to strengthen monthly gatherings and affinity based groups.
- Collaborate with the Assistant Director of Faith Formation for Children and Youth to bridge relationships with the youth ministry.
- Collaborate with the Director of Connection to identify, welcome, and connect new and visiting young

adults, creating intentional opportunities to build relationships, engage in ministry, and become active participants in the life of the church both on Sundays and throughout the week.

- Develop and nurture a ministry for young families, creating opportunities for connection, mutual support, and faith formation alongside peers navigating similar life stages.
- Explore opportunities for intergenerational activities that connect young adults with the broader life of the congregation for fellowship, learning, and shared ministry.
- Collaborate with the Pastor of Community Ministry, Global Outreach & OTR Campus to provide programming for young adults in conjunction with the OTR Campus.
- Partner with the Pastor and Ministry Director of Community Ministry, Global Outreach & OTR Campus to engage young adults in serving the community, connecting faith with action through hands-on service, justice-oriented initiatives, and missional experiences alongside other young adults and the broader church.

### **Administration**

- Collaborate with the Director of Faith Formation and the Communications Team to implement communication initiatives for the young adults ministry, including but not limited to: social media, website, email, oral, written and visual communication.
- Create and manage participant registration for young adult events and classes, assisting registrants and collecting funds as needed.
- Keep accurate records of engagement of young adults, including adding and updating contacts in the database and provide reports as needed.
- Work with the Administrative Coordinator to coordinate the calendar for young adult ministry opportunities, including room reservations and maintenance requests.

*Other duties as assigned.*

### **Staff Requirements**

- Attend monthly Staff meetings.
- Attend Faith Formation Team meetings as needed.
- Attend regular supervisory check-ins with the Director of Faith Formation.

### **Qualifications and Skills**

- Bachelor's or Master's degree in United Methodist theology is preferred
- Demonstrated passion for spiritual formation of young adults that facilitates development of personal faith
- Spiritual maturity and depth that helps to guide and nurture young adults
- Ability to facilitate inclusive discussion in group settings that meets people where they are in their stage of faith and life
- At least 1-5 years of previous ministry experience is preferred
- Managerial skills in goal setting, planning, and implementation process
- Virtual/digital education capability is preferred
- Proven ability to communicate with multiple audiences

### **Accountability**

- Serve as part of the Faith Formation Team, and report to the Director of Faith Formation as noted in the Organization Chart.
- Work in alignment to the mission of Hyde Park Community UMC & The United Methodist Church as outlined in the Strategic Plan, Inclusivity Statement, and Employee Handbook.