



SYMONS VALLEY UNITED CHURCH
38 Kincora Rise NW Calgary, AB T3R 0A3
403.274.2361

Youth Leader

Symons Valley United Church Job Description (April 2026)

Job Title: Youth Leader, Symons Valley United Church

Accountable to: Family Ministry Lead, The Lead Minister, and the Ministry and Personnel Committee

Position Summary

This is a year round paid position for 25-40 hours per month

This position supports the continued development of Symons Valley United Church's (SVUC's) vision and mission by leading the Youth Group activities so that the group, as well as the individuals in the groups, grows in faith, in fellowship, and in service to the church and the wider community.

It is expected that this role will continue to evolve as SVUC congregation and ministries grow and develop. The Youth Leader will be part of a staff team and, as such, will be expected to work in a team setting.

Responsibilities

The Youth Leader's responsibilities will include, but not be limited to:

Leading

- Collaborates with the Family Ministry Lead and in consultation with the Lead Minister
- Plan activities and staffing plans to support Friday night joint programming with St. Thomas United Youth Leadership. Intention is that Symons Valley would share staffing responsibility with St. Thomas Youth leaders for 2 joint Friday night events per month, One Naked Faith Event (regional event hosted by Fish Creek Shared Ministries), and one flexible Friday that may be joint or separate between Symons Valley United and St. Thomas United.
- Be present and visible at worship and church activities, especially those involving members of the Youth Group, including Sunday mornings and planned activities
- Prepare and lead multiple activities at times agreed upon by the youth group, and in consultation with the Family Ministry Lead
- Mentor youth as volunteers
- Gain the confidence and trust of youth (members and non-members) and their families
- Create a friendly and open atmosphere that will be attractive to youth
- Plan for, promote and participate with youth in events and other activities that provide for spiritual discoveries and growth, and provide opportunities for community service
- Actively involve and promote youth roles in program and church leadership
- Take advantage of opportunities for personal and professional growth and learning
- Work in team with the staff and key leaders of Symons Valley United Church
- Engage with Regional youth events through the Regional Youth Council, and seek partnership with other youth groups



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- Prepare and lead (with youth) 1 worship services (generally in late spring) - could be a joint venture with STUC

Communicating

- Submit detailed time sheets on a monthly basis to the treasurer
- Seek counsel from the Family Ministry Lead and Lead Minister in monthly planning and ongoing check ins
- Prepare a report of the youth program for the annual general meeting as requested
- Respond to requests from the Ministers and from the committees of the congregation concerning the activities of the youth of the congregation
- Meet regularly with the Family Ministry Lead for planning and prep time (2 - 3 hours per month)
- Attend planning meetings and, when possible, Staff meetings and semi-annual Staff retreats
- Youth Leader will connect with Family Ministry Lead and the Ministers about pastoral care issues arising from Youth Group youth/families

Qualifications

- A clear current criminal records check in accordance with the United Church of Canada National policy is required
- This position requires individual to provide their own transportation to attend on-site and offsite ministry programs and event events

Education

- A minimum of a high school diploma, with postsecondary education a definite asset

Knowledge

- Biblical stories and United Church theology and ethos

Experience

- Planning youth programs without supervision
- Organizing and leading programs youth
- Organizing and running meetings, and writing reports
- Public speaking and public relations
- Collaborating in a team setting
- Working with different learning styles, special needs, and inclusion



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Skills

- Superior written and verbal communication skills
- Attention to detail and ability to manage personnel, time and resources
- Ability to manage multiple and shifting priorities
- Ability to build relationships with youth and parents

Attributes and Behaviours

- Passionate about youth activities in the church
- Friend and facilitator to youth
- Outgoing and friendly
- Good listener and communicator, with a great sense of humour
- Enthusiastic person who motivates challenges and excites the youth in a group setting that is non-judgmental, trusting, inclusive of everyone and FUN!
- Able to work collegially with staff and membership of the Church, including committee work
- Committed to the beliefs of the United Church of Canada

Reporting Relationships

The Youth Leader is accountable to the Family Ministry Lead and Lead Minister.

Hiring and terms of employment and compensation are administered by the Ministry & Personnel Committee on behalf of the Board of Symons Valley United Church. The Committee consists of members of the Church, who are available to address any related concerns.

Employment is under annual, renewable contract after an initial probation period of three months.

The initial performance review is at the end of the probation period with subsequent performance review at least one per year.