



THE EPISCOPAL DIOCESE OF LONG ISLAND

BROOKLYN • QUEENS • NASSAU • SUFFOLK

Staff Job Description

CANON FOR YOUTH AND YOUNG ADULT MINISTRIES

Written/Revised: 7.10.23

Diocese Overview:

The Episcopal Diocese of Long Island (DioLI) is a large and diverse diocese that includes 131 churches across Brooklyn, Queens, and Nassau and Suffolk counties. Within those worshipping communities, 36 have formal youth ministry programs and five have intentional young adult initiatives. Additionally, there is one nursery-8th grade school and the much beloved Camp DeWolfe, which offers year-round opportunities for children, youth, and adults. The diocese has a strong history of meaningful events with big impact. The diocese is currently working with Ministry Architects to examine and explore how to rebuild ministry to youth and young adults in the diocese in the wake of COVID-19 and staff transitions. The Canon for Youth and Young Adult Ministries will have an integral role in this visioning work.

Position Overview:

The full-time Canon for Youth and Young Adult Ministries (Canon) serves to guide the youth and young adult ministries of the diocese in uniting “as One Diocese in One Mission to serve Jesus Christ”. In youth ministry, this will encompass support for front line youth leaders through both resources and relationships, as well as building up youth as leaders in their faith communities and among one another. The Canon should be able to lead and oversee a team of leaders to help live out this goal. For young adult ministry, visioning of the community and their needs will be crucial. The Canon will need to develop a system, in conjunction with a leadership team, to provide space for young adults to grow into their faith while also leading the church right now.

A note to potential candidates: DioLI is intentionally seeking the right person for this position, regardless of their ordination status. That said, the diocese and leadership are genuinely interested in both lay and ordained candidates, bringing with them their gifts and call to ministry.

Key Responsibilities:

Equipping Other Leaders

- Research and disseminate quality, formational, relevant resources for leaders across the diocese to support them in their ministries.
- Develop and lead trainings for leaders in response to their stated areas of need.
- Encourage participation in external trainings (conferences, webinars, etc.) for leaders.
- Provide knowledge of best practices for engaging in youth and young adult ministry.
- Foster a spirit of connection among youth and youth adult ministry leaders for fellowship and collaboration through intentional, sustainable gatherings.

Diocesan-Wide Events

- In partnership with the youth ministry leadership team, evaluate previous event offerings to determine which should be reintroduced and which could be let go of.
- Establish a plan for implementing the reintroduced events as well as new ideas.
- Provide leadership for the planning teams.
- Manage the event logistics including but not limited to:
 - Secure space at an appropriate venue
 - Host registration through diocesan website/channels

- Provide day/weekend schedules and content based around theme
- Invite necessary additional leaders and volunteers (e.g. music, priest, chaperones)
- Promote the offering to leaders as well as youth in the diocese
- Ensure content is consistent with the beliefs and practices of The Episcopal Church

Administration

- Communicate the mission and activities of youth and young adult ministry internally and externally utilizing a variety of platforms in a timely, professional, and effective manner.
- Manage the diocesan youth and young adult ministry budget.
- Ensure proper adherence to Safe Church policies for diocesan sponsored events.
- Contribute content for diocesan wide communication efforts.
- Create and publish relevant and timely content across social media platforms.
- Facilitate relationships with other areas of diocesan ministry to the benefit of the youth and young adult ministries.
- Manage relevant data and contact information for youth and young adult ministries utilizing data management and event registration platforms.
- Create and distribute yearly diocesan youth and young adult ministry calendars.
- Generate and develop new fundraising opportunities (as needed)

Qualifications

- A deep and abiding personal faith
- Bachelor's degree (required)
- Masters of Divinity or other advanced degree (encouraged)
- Previous experience in youth and/or young adult ministry
- Excellent communicator and connector of people
- Advanced administrative and organizational skills
- Willingness to travel
- Previous experience in diocesan level leadership or ministry (appreciated but not required)

Reporting Relationships

The Canon for Youth and Young Adult Ministries reports to the Bishop.

Compensation: The Canon is a full-time exempt employee. While the compensation package will vary according to experience and ordination status, candidates can expect a salary range of \$110,000-130,000. This position is open to lay and ordained candidates. Standard benefits (lay or ordained) for healthcare and retirement will be included. Reflecting the diverse makeup of the diocese, candidates identifying from marginalized communities are highly encouraged to apply.