



## The United Church of Canada Position Description

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| <b>Position Title:</b> Youth Leadership Programs Support        | <b>Category:</b> 6          |
| <b>Reports to Position:</b> Team Lead                           | <b>Direct Reports:</b> none |
| <b>Unit/Regional Council:</b> Indigenous Ministries and Justice | <b>Date:</b> May 2025       |

### Context

Called by God, as disciples of Jesus, The United Church of Canada seeks to be a bold, connected, evolving church of diverse, courageous, hope-filled communities united in deep spirituality, inspiring worship, and daring justice.

Within the United Church, the General Council Office supports the mission and ministry of the communities of faith and regional councils. It is the denominational expression of The United Church of Canada, working ecumenically and in global partnership.

Indigenous Ministries and Justice works with the National Indigenous Council (formerly the Aboriginal Ministries Council) and Indigenous communities of faith across The United Church of Canada. In line with the norm, principles, and standards set out in the United Nations Declaration on the Rights of Indigenous Peoples and the Truth and Reconciliation Commission of Canada's Calls to Action, Indigenous Ministries and Justice supports the whole United Church of Canada as it strives to animate the Calls to Action and Calls to the Church. This work is done by building on the capacity, already present, in areas of spiritual healing, leadership and youth development, stewardship, and justice and reconciliation.

### Position Purpose

The Youth Leadership Programs Support is responsible for supporting spiritually enriching programs that empower Indigenous youth and young adults within the United Church of Canada. They focus on leadership support, resource coordination and the creation of meaningful educational and worship opportunities, while advocating for youth voices and fostering connections across local, regional and national communities.

### Primary Areas of Responsibility

#### 1. Youth Leadership Programs (60%)

- Source and recruit volunteers through various techniques and arrange for appropriate training when needed;
- Establish learning opportunities for ministry personnel and lay ministry in the area of youth and young adult ministry in partnership with Regional Councils and Indigenous Theological Schools;
- Coordinate and participate in animating the educational components for the National Indigenous Spiritual Gathering, and for Regional Councils as requested;
- Coordinate workshops and seminars, either solely or collaboratively with others, to encourage the nurturing and development of leadership throughout the community;

- Network with National, Regional and/or Local Indigenous Youth organizations by attending Youth conferences and/or training sessions;
- Support the development and implementation of youth programs, events, and activities, particularly those within the United Church of Canada and/or Indigenous communities;
- Support in the design and delivery of culturally appropriate programming for Indigenous young people at a national level;
- Advocate for youth needs and amplify their voices both within the Indigenous Church and the broader United Church of Canada;
- Support in empowering youth to take leadership through addressing healthy communities and encouraging the restoration of language;
- Support in encouragement of the prophetic voice by calling the church to create a space whereby youth are encouraged to experience and learn traditions and express their longing to be in the United Church in a manner that honours their uniqueness; and
- Support the Team Lead IMJ with the planning and organization of Youth Conferences and Gatherings as required.

## **2. Research, Resource Identification and Development (40%)**

- Attend identified meetings, consults and collaborate with team members to identify and/or coordinate programming that encourages and develops areas where the resources can be deployed to further the goals (i.e. leadership, community learning);
- Work to ensure that information regarding educational and worship opportunities and resources are communicated and distributed. These opportunities will encourage multi-generational worship, by finding and developing ways to animate individuals, committees, congregations and communities of faith;
- Consult with the Indigenous community so that needs are identified and the Indigenous Ministries Council's activities and basket items;
- Identify and recommend resources to support leaders of youth and young adults;
- Gather resources currently in use, by congregations that relate to significant life events for youth and young adults to share with other Indigenous congregations and the wider church. This information is to be used for awareness and empowerment of youth;
- Stay up to date on current literature and program developments related to youth and young adult ministry;
- Explore ways to integrate and embrace traditional and cultural teachings to reflect a life in balance of the Seven Sacred Teachings; and
- Perform other duties as assigned by supervisor.

Your job title does not define or limit your duties, and you may be required to carry out other work within your abilities from time to time at our request. We reserve the right to introduce changes in line with technological developments, which may impact upon your job duties or methods of working.

## **Position Qualifications**

### **Education**

- Post-secondary education in a field related to Indigenous issues, ministry or community development

### **Experience**

- 3-5 years of experience in a field related to Indigenous studies, ministry/community development and proposal/grant writing or equivalent work and life experience;
- Experience working with Indigenous families and children/youth with mental health issues and/or social challenges their families face.

### **Skills and Abilities**

- An awareness of the impact that the Indian Residential Schools and colonization has on Canada's Indigenous peoples and communities, together with familiarity with the United Church's position and work with the Residential School Issues and survivors;
- A spiritually grounded understanding of Indigenous values, faith and traditions with a strong commitment and engagement to the work of Indigenous Ministries with the ability to reflect theologically on issues affecting of Indigenous peoples;
- Grounded within the First Nations, Métis or Inuit communities, history and current context;
- Knowledge of and experience working with Indigenous communities in Canada and their concerns;
- A solid understanding of current policy and legislation that directly impacts Indigenous young people and Child Welfare Legislation;
- Experience in adult education, the ability to plan and lead workshops and effective facilitation skills would be an asset;
- Strong administrative, planning, time management and organizational skills together with situational analysis and problem-solving skills to proactively plan work, establish, monitor and adjust priorities to accomplish goals with limited supervision;
- Solid computer skills in the use of various software applications - Office 365, Dynamics, SharePoint, One Drive, Teams, Zoom, with the knowledge of and ability to use various forms of digital communications and social media platforms;
- Excellent written and verbal communication skills with the ability to write, edit, produce, update communication materials using various methods of communications, including online communities;
- Proven ability to work and collaborate with diverse groups and individuals, navigating a wide range of cultural backgrounds, spiritual beliefs and perspectives with sensitivity and respect;
- Demonstrated capacity to lead, motivate and empower young people to reach their leadership potential;
- Strong networking, and interpersonal skills with knowledge of and competence in small group dynamics and must possess the ability to bring an intercultural lens;
- Current First Aid/CPR and Mental Health First Aid certification and vulnerable sector screening (criminal background check);
- Willingness and ability to travel;
- Knowledge of The United Church of Canada's history, policies, and processes, is an asset; and
- Fluent in an Indigenous language and/or French would be an asset.

### **Personal Characteristics**

- Alignment with the vision and values of The United Church of Canada – respect, integrity, passion and diversity.

### **Working Conditions**

The United Church of Canada has adopted a hybrid workplace model, providing flexibility for this position, working both off-site and in the General Council Office, currently located at 3250 Bloor Street West in Toronto, ON. The incumbent will be provided, for work purposes, use of secure devices and must be available by email, phone, teams or zoom during regular office hours Monday to Friday. Sitting and viewing a computer screen for long periods, keyboarding/using assistive devices or technologies, intermittent physical activity including sitting, standing and being on a call for long periods of time will be required. Occasional additional hours may be required.

As part of our ongoing commitment to the Accessibility for Ontarians with Disabilities Act and the Human Rights Code, The United Church of Canada will provide reasonable accommodations to employees with human-rights related needs.