

## **Richmond Young Friends Program Leader—Position Announcement**

**Seeking a paid Young Friends Program Leader** to plan and to run regular meetings and weekly activities for older youth (grades 8-12) in Richmond. The ideal candidate will be dynamic, connect well with youth, know how to build a trusting community, have a commitment to Quaker faith and practice and a vision for sharing these, and be knowledgeable about best practices for child safety and abuse prevention. This paid position entails an average of 4 hours per week for 10 months of the year, with the understanding that occasional special projects such as field trips and service projects may require more time in a given week. Hourly rate is negotiable depending on qualifications.

The Young Friends Program Leader will be supervised by the Richmond Young Friends Committee, which is made up of representatives of First Friends, Clear Creek and West Richmond Friends Meetings.

The Richmond Young Friends program has offered life-changing community building and spiritual formation for generations of young people, both from Quaker families and from the wider Richmond community. At this point, the program is in a phase of rebuilding after several years of sparse attendance and low activity.

Specific responsibilities of the Young Friends Leader will include:

- Networking among the Quaker and “friends of Friends” communities in Richmond in order to recruit participants for the Young Friends group.
- Creating an age-appropriate program for weekly meetings, combining fun activities with meaningful exploration of faith in action.
- Planning occasional special events in addition to the weekly meetings, such as service projects, field trips, overnight retreats, etc.
- Developing relationships with all three meetings by: presenting an annual report to each of the three meetings in person; facilitating pastoral care for Young Friends in need; encouraging all youth in the catchment age group to participate both in Young Friends and in the life of their meetings.
- Communicating effectively and proactively with the parents/guardians of participants.
- Meeting monthly with the Richmond Young Friends Committee to discuss larger programmatic matters.
- Keeping good records on attendance and expenses and submitting regular reports to the Treasurer for proper accounting.

Please send a letter of interest, résumé, and three references to the RYF Committee at [jobs@richmondquakers.org](mailto:jobs@richmondquakers.org).

Last updated 4/4/2019