



## **JOB DESCRIPTION**

Job Title:	Director of Youth Ministry
Effective Date:	January 1, 2022 (updated)
Job Classification:	Full-time; Salaried; Exempt
Reporting Relationships:	
Reports to:	Associate Pastor
Reported to by:	Youth Ministry Discipleship Coordinator (part-time)

### **Position Focus:**

The purpose of the Director of Youth Ministry (YM) is to ensure that the truth and grace of Christ is shared with youth as well as to help them grow in their faith, engage in the life and worship of the church, minister to the world and discover how they can serve and glorify God with their lives. The Director of YM is responsible for developing, implementing, and overseeing youth ministry at Christ Church for kids in grades 5-12. The Director leads and empowers volunteer YM leaders, the YM Discipleship Coordinator, and other volunteers in a team-based approach.

### **KEY RESPONSIBILITIES**

#### **Leadership:**

1. Evaluate Christ Church's youth ministry programming and structure, making recommendations on how best to accomplish current and future ministry objectives.
2. Develop a multi-tiered approach for reaching and discipling youth with the gospel in their different ages and stages of life.
3. Implement a philosophy of ministry to youth that is consistent with reformed theology, the standards of the PCA, the Session of Christ Church, and is welcoming to youth both from within the church and from the Grand Rapids area.
4. Spearhead the recruiting, mentoring and equipping of volunteer YM leaders so they in turn can effectively disciple youth and handle difficult situations. Ensure that strong volunteer leadership commitment is cultivated and volunteers are supported and encouraged. Hold regular gatherings of the YM leadership team for prayer, sharing and planning.
5. Provide leadership that is empathetic, open to input and new ideas, yet provides clear direction.
6. Ensure that youth ministry is integrated into the overall life and ministry of the church and that there is intergenerational involvement in the lives of youth.

## **Discipleship:**

### *Relationships:*

1. Ensure that all youth are pursued relationally, including those on the fringe.
2. Build and encourage meaningful relationships with youth from within and outside the church.
3. Ensure that youth who are being discipled/mentored stay connected to the same consistent adult whether that be the Director of YM, the YM Discipleship Coordinator, YM leaders or others in the church.
4. Provide spiritual encouragement and a listening ear for youth struggling with emotional, family and spiritual problems, conferring with pastoral staff for possible recommendations to professional counseling as needed.
5. Incorporate regular small group meetings for relationship building and Bible study.
6. Regularly engage students and parents through attendance at sports, cultural or other events in kids lives.
7. Cultivate unity and healthy relationships among public, private and home schooled youth.
8. Regularly engage in the Christ Church community through Sunday services, events and other activities, taking opportunity to cultivate relationships with families.
9. Ensure a family orientation, connecting with parents to encourage their child's spiritual growth, youth ministry participation and church membership.

### *Teaching & Education:*

1. Provide and/or ensure sound, biblical teaching from a reformed theological perspective that emphasizes the gospel of Jesus Christ and connects with a variety of youth. Regular teaching opportunities are presently Sunday evening large group meetings, Sunday school classes, small groups and Wednesday nights.
2. Ensure that students are grounded in scripture, and a passion and understanding of the gospel is nurtured.
3. Oversee grades 7th-12th Sunday school classes by recruiting, equipping and supporting teachers, reviewing curriculum, and meeting with teachers for prayer, planning and evaluation of classes.
4. Maintain a consistent, coherent teaching curriculum between youth ministry and Sunday School classes.

### *Events, Activities & Trips:*

1. To draw out different kids, enable life changing conversations and cultivate relationships, provide leadership for the design, planning and implementation of engaging events, activities, retreats and trips that offer:
  - a. Bible study, prayer and spiritual training
  - b. Leadership development
  - c. Social settings where youth are fully accepted and can grow in the fruit of the Spirit
  - d. Encouragement to reach out to unchurched friends
  - e. Outreach opportunities, including mission trips, service projects, fund raisers
  - f. Worship services and other church events that include youth involvement
  - g. Outdoor experiences
2. Ensure monthly events for 5th-6th grade students are held for relationship building and to set the stage for their future participation in Jr. and Sr. High youth ministry.

## **Administrative:**

1. Submit written bi-monthly reports/recommendations to Session and meet with them when requested.
2. Work in coordination with the Director of Children's Ministry, especially related to grades 5-6, ensuring continuity between children's and youth ministry programs and Sunday school classes.
3. Supervise the YM Discipleship Coordinator.
4. Maintain a current YM calendar with the church office and Breeze database system.
5. Ensure meeting space for youth programs and 7<sup>th</sup>-12<sup>th</sup> grade Sunday School classes.
6. Establish healthy and effective communication through a variety of vehicles with youth and parents.
7. Develop and manage the annual Youth Ministry budget, submitting expenses and fundraising income.

## **Candidate Characteristics & Abilities:**

1. Rooted in scripture and truly understands and lives out the gospel
2. A person of sound judgment, discernment and maturity with life experience and seasoning
3. Strong Christian character exemplified by hard work, teamwork, honesty, peacemaking and integrity
4. A dynamic servant leader who gathers, listens, encourages, develops, empowers and delegates while providing decisive direction
5. Organized planner who can accomplish ministry goals through collaboration with others
6. Effective written and oral communicator with ability and comfort speaking publicly and teaching
7. Approachable while maintaining confidentiality and appropriate boundaries as a leader and mentor
8. Ability and desire to form authentic relationships with youth, staff and volunteers
9. Has a zeal for reaching the lost and a love for youth and God's people
10. Has a biblical view and wise grasp of issues facing youth today. Loves and relates to kids with great respect
11. Humble, patient, teachable and able to step into the messiness of people's lives

## **Position Qualifications:**

1. Demonstrated faith in Jesus Christ
2. Belief in the Bible as the inherent, inspired Word of God
3. Allegiance to reformed theology as articulated in the Westminster Confession and Catechisms
4. Bachelors Degree preferred; demonstrated ability to study and learn at a higher education level
5. Minimum of 3 years paid or unpaid successful youth ministry leadership experience
6. Ability and comfort working flexible hours
7. Proficient in Google Suite, Apple products, word processing and spreadsheet software, and familiar with social media platforms.
8. By the nature of their positions, all those who are employed by or otherwise work for Christ Church represent the church to the community. As such they are expected to abide by the by-laws and governing principles of Christ Church and to support its vision, mission, strategies, and values.

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