

Greetings,

Thank you for your interest in the position of Youth and Family Ministry at Christ Community Church in Frisco, Texas. If you believe the gifts and experience God has given you are a good match for CCCF we invite you to begin the inquiry process. We will handle all candidate information and conversations confidentially. You may contact our search team at any stage of the process. Please see job description on the following pages and the CCCF website here to get a feel of our church: www.cccfrisco.org

To begin the process, please provide Pastor Patrick Poteet, via email, a current resume and PCA Ministry Data Form (if you have one). Also include a brief biography, photo or family photo and a testimony of when and how you came to know Jesus Christ as your Lord and Savior and what that looks like in your life presently.

Microsoft Word formats or PDF for written documents are preferable. You may send those documents to info@cccfisco.org. In the subject line of your email write "Youth and Family Ministry" and the documents will be distributed to the search team upon receipt of your materials. We will respond to you as soon as possible. Thank you again for your interest in the ministry of Christ Community Church in Frisco and your willingness to explore a calling with us.

Thank you,

Patrick Poteet

CHRIST COMMUNITY CHURCH IN FRISCO (PCA)
Position Description for Director of Youth & Families
To Know Christ and to Make Christ Known

REPORTS TO: Rev. Patrick Poteet

FULL/PART TIME: Full Time

SUMMARY:

This position is to be responsible for the overall operation of our youth & family ministries through providing leadership, pastoral care, evangelism, discipleship and equipping for students, families, and volunteers. This position will also support the overall church in its worship and witness.

FOUNDATION:

- Have healthy rhythms of self-care, including nurturing your soul, mind, body, relationships, and emotional life including healthy communion time with God in the Word & prayer. Effectively balance work, family, and personal aspects of life.
- Spend time in prayer for church, students, and their needs.
- Actively seek to grow and sharpen professional skills. Read books and obtain resources related to calling and position. Pursue seminars, conferences, or similar professional development opportunities.
- Attend a weekly meeting with the Pastor.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Youth Ministry & Programs (See <https://www.cccfrisco.org/yacc>)
 - a. Direct the planning, operation, and evaluation of the following programs:
 - Sunday evening Y@CC Meeting – Bible teaching, worship, fellowship and activities. Includes creating core teaching plan to move students through the essentials of the faith.
 - Midweek Studies – Study groups that meet at various times and locations.
 - SALT - Student Adult Leadership Team (10th-12th grade), equipping to help run YACC events and study servant leadership during the year.
 - Communicates Membership Class – Work with pastor. Usually, a Sunday School or weekend seminar once a year.
 - Other official student ministry-related events (i.e., fundraisers, NTP events, etc.)
 - b. Oversee special student ministry programs such as retreats, summer camps, and/or mission trips.
 - c. Find ways to build intentional relationships with youth (and empower adult volunteers to do the same) with the goal of evangelizing & making disciples.

- d. Establish and maintain consistent communication with parents concerning the program of ministry.
2. Children's Ministry & Programs
 - a. Help in organizing, directing and evaluating the following programs:
 - Children's Sunday School – including recruitment of teachers, finding, purchasing & distributing curriculum.
 - Summer Vacation Bible School/Camp.
 - Look for other opportunities for children to get together where the tenets of the faith can be taught, and relationships can be built.
 - b. Oversee Children's Church Coordinator and Nursery Coordinator.
 - c. Help establish and maintain systems to make Nursery and Children's Church run smoothly.
 3. Leadership Development
 - a. Develop, supervise, recruit (when needed), and encourage leaders & helpers from across the congregation to assist in the overall operation of all aspects of youth, children's and family ministry.
 - b. Mobilize students to serve in other areas in the church.
 4. Other
 - a. Minister to families and help equip them to carry out their covenant responsibilities in the home.
 - b. Preach, teach, counsel and assist in worship as called upon by the Pastor.
 - c. Establish and keep a budget for the Youth & Children's Ministries.
 - d. Maintain MinistrySafe and background checks for volunteers and employees.
 - e. Assist in other ministry opportunities as deemed necessary.

QUALIFICATIONS: EDUCATION AND EXPERIENCE

A college degree required. Experience of 1-2 years continuous youth ministry (preferred). Must be ministry driven.

QUALIFICATIONS: CHARACTER AND COMPETENCE

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements below are representative of the knowledge, skill, and/or ability required. The primary qualifications for this position are as follows:

- A spiritually mature Christian individual who is proficient in communicating God's Word, is evangelistically minded, and assents to the tenets of Reformed Theology & PCA polity.
- Must be a leader—able to cast vision, recruit, train, inspire, motivate, and evaluate volunteers and staff; able to build a strong, healthy team.
- Demonstrable ability to creatively envision and execute programs and events that help students worship God, grow in their faith, and use their gifts for God's kingdom.

- Practical problem-solver who solicits advice and input from pastor, other staff and team members. A high degree of flexibility and self-control in stressful situations and environments.
- An absolute commitment to excellence, professionalism, and safety of students and other leaders.
- Solid time management skills and organizational abilities; ability to meet deadlines and be punctual for meetings; ability to coordinate several activities at once and to quickly analyze and resolve specific problems.
- Ability to work efficiently and effectively with others is critical, as well as the ability to work independently and not require a lot of daily coaching.
- Strong interpersonal and communication skills (written and verbal).
- Ability to respect and work within practices of good stewardship and budgetary frameworks.
- Self-motivated learner; committed to personal and professional development.
- Must support our overall church vision; must be or become a member of our church