

CHRISTIAN FELLOWSHIP CHURCH

MINISTER OF YOUTH

JOB DESCRIPTION

ADMINISTRATIVE RESPONSIBILITIES

- A. Supervise and work with Youth Assistants, Youth Leaders, Teachers and Parents in the development of a disciple-making ministry for both Junior High and Senior High youth.
- B. Plan, coordinate and schedule youth activities which are a part of the regular church activities (i.e. Youth Sunday School and Youth Bible Study) and those that are extended youth activities (i.e. retreats, socials, outreaches and mission trips).
- C. Meet with Youth Leadership Team (Youth Assistants, Youth Leaders, Parent Representatives, Student Leadership) to assess and develop a balanced youth ministry including Bible study, fun times, retreats, outreaches and service/missions projects.
- D. Prepare a monthly report of ministry activities and the progress and needs of our youth ministry for our Pastoral Staff and Elder Board.
- E. Assist in the selection of Sunday School materials and recruitment of Youth Leaders/Teachers in conjunction with Pastoral Staff and Elder Board.
- F. Meet weekly with Pastoral Staff and Youth Assistants. Meet regularly with the Pastor of Adult Ministries and Director of Children's Ministry to coordinate spiritual development.
- G. Meet weekly with the Pastor of Family Ministries to discuss and coordinate ministry activities.
- H. Maintain regular hours of employment that are approved by Elder Board and overseen by the Pastor of Family Ministries.

TEACHING RESPONSIBILITIES

- A. Provide a comprehensive teaching ministry along with other Youth Leaders in both Junior and Senior High.
- B. Oversee and coordinate the teaching schedule of both Sunday School and Youth Groups along with the Youth Leadership Teams.
- C. Allocate time for regular, personal study/reading and prayer.

(turn over)

TRAINING RESPONSIBILITIES

- A. Oversee and coordinate periodic training of Youth Leaders.
- B. Develop an ongoing discipleship program for the youth (prayer partners, small groups).
- C. Oversee and coordinate special training events for youth (i.e. outreach, missions, etc.).
- D. Continue to develop personal effectiveness in ministry (i.e. teaching, recruiting, organization).

CONTACT RESPONSIBILITIES

- A. Visit our teens at school activities and also other informal contexts.
- B. Meet with parents periodically to communicate goals and plans of the youth ministry and to gain input from the parents.
- C. Oversee the communication to both youth and parents regarding the youth schedules, goals and plans using print and social media.

OTHER RESPONSIBILITIES

- A. Promote the involvement of our youth in the ministries of our Church (i.e. Regular Services, Children's Church, Nursery, Music, VBS, Children's Activities).
- B. Encourage high school graduates to maintain involvement in local church worship and ministry wherever the Lord leads them.