



GRACE BAPTIST CHURCH

YOUTH MINISTRY ASSISTANT

The Youth Ministry Assistant (YMA) is responsible for assisting the Youth Pastor in equipping students and young adults to grow in their faith and knowledge of Jesus Christ and to be an active part of their sending by God into the world.

Commitments of YMA:

Covenant membership
Attend worship weekly
Agreement with the Grace Baptist Church Statement of Faith.

Ministry Area	Grace Youth Ministry
Accountable To	Youth Pastor
Ministry Target	Student and Families
Position Is	Part-time
Minimum Maturity Level	Stable, maturing Christian who is daily in God's word.
Expected Talents or Abilities	Computer Skills (Publisher, Excel, Video Capturing/Editing, Facebook), Creative thinker, Event Planning/Executing, Artistic, Good Communicator
Best Personality Traits	Cooperative, Attention to detail, Self-Driven, Relational
Passion For	Loving God and people
Length of Service Commitment	One year minimum



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ANTICIPATED TIME COMMITMENTS

1. Administration and ministry: 5-6 hours/week, Wednesday night Lighthouse, Sunday morning small group.
 2. Participating in meetings/training: 2 hours/week
- To fulfill the responsibilities and duties outlined below, it is expected that this position will require an average of 10 hours per week. There will be certain seasons of ministry that will require additional hours of planning and ministry due to the unique schedule of working with youth.

RESPONSIBILITIES/DUTIES/REQUIREMENTS

Assist Youth Pastor with:

- Design/plan/implement programming
- Plan and organize trips/events
- Implement weekly ministry activities
- Collect ministry resources
- Youth ministry administration
- Information collection and organization
- Budget
- Ministry program calendar

General Responsibilities:

- Create Body Life reports and attend Body Life meetings.
- Recruit and train servants
- Initiate and develop healthy relationships with
- Youth and families of youth
- Youth Ministry Adult Team
- GBC office staff