

JOB DESCRIPTION

Position: Associate Pastor/Minister of Youth
Reports to: Pastor
Status: Full-time

Position Description

The Minister of Youth is responsible for contacting and beginning relationships with the youth that are members of Neals Creek Baptist Church, as well as new members and visitors of the youth group, in order to point them to Christ and assimilate them into the Church through Sunday School or other Bible-study groups. He will help, encourage, and equip the youth and children in the church to know, love, and serve the Lord.

He will work under the authority and supervision of the Pastor and Personnel Committee and will seek to compliment the work of the church. The Associate Pastor will assist and support the Pastor in the duties of the church as directed by the Pastor and the following criteria in this job description.

Ministry Objectives: Minister of Youth

1. Give direction to and oversee the youth ministry by planning, coordinating, promoting, and conducting a comprehensive ministry for the youth and their families based on the vision of Neals Creek Baptist Church. He will also assist the Children's Committee in their planning, coordinating, promoting, and conduction a comprehensive ministry for the children and their families based on the vision of Neals Creek Baptist Church.
2. Lead a midweek Bible-study for the youth (6th-12th grade) by coordinating a program of Bible-study and activities which will teach the practice of discipleship and enlist the youth of Neals Creek Baptist Church and community.
3. Lead a continuous outreach program of the youth and their families who have visited church through letters, phone calls, individual visits, etc.
4. Meet monthly with the Youth Committee to pray and to discuss upcoming events, challenges, solutions, and praise.
5. Recruit the youth to save as needed within the church. (VBS, Church work day, etc...)
6. Provide counseling and spiritual direction to the youth on an individual basis. (Adult from Youth Committee should be present.)
7. Provide appropriate training for those under the minister's leadership.
8. Plan at least on yearly retreat centered on spiritual edification.
9. Visit youth in the hospital.
10. Compile and maintain a youth directory. This may include but not be limited to the following: permission forms, family information, medical restrictions.
11. Handle discipline issues that may arise. This should be done by speaking with he youth one-on-one. The Minister of Youth should have an adult from the Youth Committee present during the disciplinary action and the parents of the youth should be informed of the infraction and disciplinary action taken by the Minister of Youth.
12. Maintain routine church office hours and provide a means of regular communication with church staff.

Minor Job Duties and Responsibilities

1. Support and participate in all the youth programs as needed, such as Sunday School, AWANAS, Preschool Recreation Committee, and the Children's Recreation Committee.
2. Organize fund-raising events to meet budgetary requirements of the youth.
3. Perform and other job duties as assigned by the Pastor and the Personnel Committee after deacon/church approval.
4. Assist the Pastor as needed at his request

Ministry Objectives: Associate Pastor

1. Maintain a continued spiritual growth and walk with Christ through consistent prayer and Bible study.
2. Maintain personal priorities with home and family as the spiritual leader.
3. Support the Pastor in the overall vision and leadership responsibilities of the church.
4. Support the Pastor and staff through prayer and team efforts.
5. Fill the pulpit at the request of the Pastor.
6. Assist the Pastor in visitations to the hospital, individual homes, and nursing home care facilities. (Not to take the place of the Pastors' visitations.)
7. Represent the Pastor at committee and ministry team meetings as needed or requested.
8. Participate in church planning by attending staff meetings.
9. Promote harmony, encourage fellowship and communication between the congregation and church staff.
10. Be a positive Christian influence in the church and community.
11. Maintain routine church office hours and provide a means of regular communication with church staff.

Qualifications

1. Be versed in the teachings of Jesus Christ and show a maturity in his faith in order to be an example to the youth and children of the church.
2. Be a committed Christian, able to share his testimony.
3. Believe the Bible to be the Word of God and the ultimate authority in all matters pertaining to the individuals responsibility to God.
4. Be a cooperating Southern Baptist.
5. Take part in the life and ministry of the church, including transfer of his church letter.
6. Demonstrate good stewardship.
7. Have a degree in Christian Ministries or related degree.

Preferred Skills

1. Be able to communicate well with others.
2. Be organized.
3. Be a good role model.
4. Have no criminal record.

Physical Requirements

1. Be able to interact and participate in the physical activities of the youth.