

Community Alliance Church

POSITION: Youth Pastor

This position requires a person who is highly relational and able to develop significant relationships with 9th through 12th graders inside and outside the Sunday evening program as well as develop adult leaders who invest and impact 9th through 12th graders. In addition this position is responsible for developing a vision and strategy for the entire youth ministry at CAC which currently includes grades 6 through 12. This position is also responsible to lead and oversee the middle school director as well as several administrative support personnel.

Characteristics and Core Competencies:

- Continually optimistic
- Consistently High energy
- Demonstrated Self-starter
- Proven problem solver
- Highly relational with children and adults
- Effectively lead direct reports in day-to-day activities and accomplishment or overall vision
- Established ability to resolve conflict
- Ability to recruit, train and retain adult leaders
- Able to clearly identify challenges and develop creative solutions

Responsibilities

Vision / Strategy

- Develop (in conjunction with the executive pastor) a vision and strategy for youth ministry at CAC
- Develop objectives and SMART goals for each program in youth ministry
- Ensure all employees and volunteer leaders understand and agree with vision
- Ensure volunteer leaders understand their purpose and have a clearly defined role
- Lead all direct reports and department employees effectively in order to accomplish the vision
- Provide training and counseling as needed for volunteer leaders

Program (C)

- Develop strategy for senior high ministry that fits within overall youth strategy
- Be the prominent speaker most Sunday evenings
- Develop an interesting and inviting, seeker friendly program each week during the school year
- Design weekly game time and teaching time to engage kids and teach them
- Interact with kids as well as adult leaders during program time
- Design roles for adults involved in program to enable them to impact senior high students on Sunday nights and at other events
- Handle discipline problems with children
- Resolve conflict with children as well as parents
- Oversee large events designed to increase participation and build relationships
- Oversee publicity for the congregation and ministry families for events

Leadership

- Recruit, enlist, train and mentor adult leaders to play a key role in this program
- Provide direction, guidance and oversight or the director of middle school ministry
- Provide direct oversight of middle school ministry through creating vision, overseeing volunteers, relational conflict, problem solving and other ministry realities
- Conduct training for all C volunteers
- Oversee training and development of all Youth Department volunteers

Budget

- Create annual budget and ensure all youth ministries stay within budget on a monthly basis
- Maintain records, receipts and fill out all appropriate forms on time and ensure direct reports do as well
- Track ministry expenses as needed and plan for entire year

Competencies

- Interpersonal Skills
 - Focuses on solving problems
 - Maintains confidentiality
 - Listens well and seeks to understand others
 - Able to provide counsel and direction to youth
- Teamwork
 - Able to supervise and direct employees and volunteers effectively
 - Must be able to take charge and lead well when necessary
 - Exhibits openness to others' views
 - Welcomes input and feedback
 - Contributes to building a positive team spirit
 - Values others' gifts and skills; maintains a positive outlook of others and their ministry
- Adaptability
 - Adapts to changes and changes approach or method to best fit the situation
 - Able to deal with and lead through crisis and unexpected events
- Ethics
 - Treats all people with respect
 - Doesn't talk about people to others but goes directly to them to resolve issues
- Professionalism
 - Accepts responsibility for own actions
 - Follows through on commitments

Qualifications

- An official worker of the C.M.A. or willing to pursue licensing and / or ordination
- Must be skilled in using Microsoft Office software
- Must be proficient in using technology
- Must be able to perform research and analysis using the internet and creatively use social media to enhance ministry impact
- Must agree with and adhere to Christian and Missionary Alliance theology