

Central Christian Church Position Description

Position Title: Associate Minister for Youth

Position Description

The Associate Minister for Youth is a full-time, exempt position primarily responsible for the coordination and development of CCC's ministry to youth in grades 6-12, as well as their families. This position also includes pastoral responsibilities outlined below.

Minimum Requirements

1. A commitment to the Mission, Vision and Values of Central Christian Church
2. Spiritual maturity, an appreciation of confidentiality, high energy, and strong passion for sharing the life and love found in Jesus Christ
3. Bachelor's degree in pertinent field
4. Passion for ministering to and with youth, with a heart for understanding their special needs and a desire to include this valuable group in the ministry and mission of the church
5. Knowledge of and experience with youth ministry best practices
6. Demonstrated proficiency in organizing and coordinating projects and events
7. Ability to multitask, handle complex, sensitive, and detail-oriented ministry situations
8. Innovative and creative thinker; committed to follow-through with implementation of new ideas
9. Team player committed to collaborative and strategic church-wide ministry and programs
10. Flexible, adaptable, relational and patient
11. Good communicator, verbal and written, externally and internally
12. Experience with budgeting
13. Responsible, punctual and self-disciplined.
14. Availability to work evening, weekends and some holidays

Preferred Requirements

1. Master's of Divinity or similar Graduate Degree - OR - pursuit of M.Div.
2. Ordained Minister or seeking Ordination
3. Commissioned Minister or seeking Commission

Typical Duties and Responsibilities

1. Maintain vision for and implement all ministries for youth in grades 6-12, involving (but not limited to): Sunday small groups; involvement in Sunday morning worship; weekly youth programming; special events; service/mission opportunities and trips; fundraising, and other youth ministries.
2. Provide pastoral care and follow-up of youth and their families on a regular basis, including youth who are not active in the life of the church, regular attendees, and visitors and their families.
3. Recruit, equip, nurture and empower a team of caring adults to develop meaningful relationships with the youth and their families as well as to lead various aspects of the youth ministry.
4. Support the Camping Program of the Christian Church in the Southwest by actively promoting and encouraging youth to attend camps and retreats, recruit adults to attend as sponsors and counselors, and attend camp personally as needed and as appropriate
5. Collaborate with other church staff to develop family events and ministries throughout the year.
6. Identify the needs and interests of youth within the church and the community
7. Evaluate existing programs to determine effectiveness
8. Provide spiritual direction and mentorship to youth on an individual basis; visit youth who are hospitalized
9. Assists with youth budget preparation and reporting; track expenditures throughout the year
10. Work in consultation and collaboration with the Youth Discipleship Ministry Team.
11. Assist with pastoral care for the congregation. This includes occasional preaching, visitation, visitor follow-up and strategic planning.
12. Share responsibility for weddings, funerals, baptisms and other ministry, as needed or requested.
13. Participate in worship leadership on a regular basis and serve as an ex-officio member of the church's Worship Ministry Team.
14. Work in consultation and collaboration with the entire CCC Staff. Attend Staff meetings and meet with the Senior Minister regularly.

Accountability

The Associate Minister for Youth is accountable to the CCC Board, Senior Minister and the Personnel Committee. The Associate Minister shall meet at least four times per year with their Pastoral Relations Committee.

Evaluation

The Senior Minister administers annual performance evaluation, with input from the Youth Discipleship Ministry Team and Associate Minister Pastoral Relations Committee. Exception: An evaluation will take place after the first six months of employment.

Terms of Employment

In the event the part-time Associate Minister for Youth’s responsibilities are changed or the position description changes, the Associate Minister shall have the opportunity of filling this position subject to the approval of the church Board. If additional training is required, the Associate Minister shall have the opportunity of pursuing the training.

If the Associate Minister wishes to terminate the employment with the church, the Minister shall provide 60 days advance, written notice to the Board Chair.

Compensation and Benefits

This is a full-time, exempt position with compensation commensurate with experience and training. The Personnel Committee and Pastoral Relations Committees review the compensation and benefits package annually and makes recommendations to the Church Board regarding it for the upcoming budget year.

Signed:

Date:
