

JOB DESCRIPTION
YOUTH PASTOR
Updated 3-2024

QUALIFICATIONS

- A. A clear testimony/assurance of his salvation.
- B. Feels called by God into full time ministry.
- C. Demonstrates spiritual maturity.
- D. Consistent Quiet Time
- E. Devoted to Prayer
- F. Regular Bible Study habits and ability to share the Gospel verbally.
- G. Qualifies under 1 Timothy 3:1-7 and Titus 1:6-9.
- H. Believes the Bible is the inspired Word of God unchanging and applicable for application in all areas of life. 2 Timothy 3:16-17
- I. Lives and teaches that the Bible is relevant for living a Christian life.
- J. Loves working with youth.
- K. Loves training others to lead in ministry.
- L. Can follow directions and is teachable.

ACCOUNTABILITY

- A. Youth Pastor is accountable to the Senior Pastor on a daily basis.
Weekly meetings with Senior Pastor will be held to continually evaluate ministries. Goal setting and redirection when needed will be the focus of these meetings.
- B. Evaluations will be completed with the Senior Pastor once a year.
- C. Chain of command will be Youth Pastor to Senior Pastor.
- D. Senior Pastor will be used by Youth Pastor for: advice, redirection, focus of vision for staff team, goal setting, training, disciplinary action, and evaluations.

YOUTH LEADERS

- A. Recruit enough leaders to adequately operate the youth group.
Determine how many is needed with the help of Senior Pastor

- B. Obtain permission from staff on each youth leader.
- C. All youth workers must go through screening and training before starting in the ministry. Work with Children's Pastor to accomplish this in a timely manner.
- D. Train the leaders to be able to meet the needs of the youth through teaching, counseling, and communicating with them at their level.
- E. Find out what each leader would like to commit to for time. Communicate with leader's expectations so that they will not feel like they have to commit to all events.
- F. Have leader's meetings as needed.
 - 1. Meet and discuss new activities or ways to improve on the current activities.
 - 2. Meet to build teamwork and unity within the group.
 - 3. Discuss how God is working in each of the areas of the ministry.
 - 4. Share the mission of the youth group and how it is or is not being fulfilled.
- G. Praise and Support
 - 1. Let the leaders know what is expected of them. Find them doing things right that they can be praised on.
 - 2. Whenever a leader is not able to make it to a youth function follow up with them to make sure they are okay and that they are important to the ministry.

ACTIVITIES

- A. Schedule youth group meetings in such a manner to make it available for all students to attend.
- B. Work with the Senior Pastor and Facilities Pastor to schedule all activities in the building at least two weeks in advance.
- C. Use Youth budget to meet ministry goals. Be accountable to maintain or project budget needs.
- D. Use the "Five Purposes" of a healthy youth group to determine what activities and meetings are to be scheduled.
 - 1. Fellowship
 - a. Plan meetings and activities that will bring youth together to talk and have fun.
 - b. Communicate to leaders that this is a fellowship function and the focus is on fun and getting to know each other better.

- c. Encourage leaders to become involved during these times to promote relationships between the youth and the leaders.
2. Discipleship
- a. Develop and use Bible Studies and small group activities to promote discipleship.
 - b. Encourage each youth to get together on their own to encourage and disciple each other.
 - c. Encourage all leaders to become counselors to the youth in their small group and others that they have developed a relationship with.
 - d. Communicate and exhibit that you are always available for counseling and advice. Follow Security Policies for these activities.
 - e. Promote good spiritual habits as building blocks for spiritual growth
 - 1. Being in the word daily.
 - 2. Memorizing scripture.
 - 3. Prayer.
 - 4. Stewardship through tithing.
3. Worship
- a. Schedule and plan times within the weekly meetings to concentrate on worship.
 - b. Use songs to help youth worship.
 - c. Teach youth how to worship through praying and meditating on God's Word. Work to include or incorporate students worship through creative arts.
 - d. Work to use a music band to help lead choruses.
 - e. Work to use a drama team and object lessons to help with examples of issues that are being taught.
4. Evangelism
- a. Use evangelism as a primary consideration when deciding what curriculum to use.
 - b. Set aside time each year to bring up new ideas and review basic tools of evangelism.
 - c. Train and test each youth that will go on a mission's trip on how to win a soul for Christ.
 - d. Provide opportunity for students to share Christ outside of normal settings.
 - e. Give awards and make a "big deal" of any decisions for Christ.

- f. Be a role model of sharing your faith for all the youth to see.
5. Service
- a. Plan activities where youth can be involved in serving others
 - b. Use weekly meeting and activities for youth to serve each other.
 - c. Schedule workdays at the church or in the community.
 - d. When an activity is planned share expectations with everyone so that each youth will know what is expected of them.

STUDENTS

- A. Know each of the youth by name.
- B. Show interest in them by visiting and sharing with them in the things that they are interested in.
- C. Work to attend activities that the youth are involved in with school or in the community.
- D. When spoken to in confidence hold up that confidence unless there is a legal obligation to get someone else involved.
- E. Seek the advice of the Senior Pastor on how to handle difficult situations.
- F. Keep a database of all students that is up to date and accurate. Use Planning Center Check In as well as Security Policy guidelines.
- G. Follow up system in place and being used for guests and new students to the group.
- H. Use social media in a proper way. Following guidelines for age appropriate communication on all platforms.

ROLE MODEL

- A. Be a living example of Christ being alive in your life.
- B. Study God's Word daily to arm yourself against the enemy.
- C. Have a heart to reach the lost for Christ. Teach and train those around to do the same.
- D. Think of safety at all times when working with youth.
 - 1. Ensure at all times that the activities that are being used are safe for youth. If bodily harm is likely discontinue or do not plan event.

2. When youth are on their own engage in an activity that they are likely to injure themselves, stop them from continuing this activity.
 3. If damage could result to property of the church or property of anyone else stop the activity from continuing.
 4. You are always in charge of the youth group. Whether there are other adults there or not. Keep yourself in a position to be a problem solver.
 5. Communicate accidents to insurance provider in a timely manner.
 6. Communicate accidents or security concerns to Security Director and Senior Pastor.
- E. Be involved in Sunday School with youth. Recruit and Train teachers.
- F. Show support to other staff members and their programs. Come to all church functions that do not conflict with youth schedule.
- G. Attend staff meetings and be a positive influence in them.

PLANNING AND PREPERATION

- A. Activities
1. Always plan each aspect of the event or meeting. Write out all aspects that need to be prepared and check off as completed.
 2. Plan out all weekly activities at least two weeks in advance.
 3. If assignments are given to other leaders follow up to ensure that it will be done correctly.
 4. Have all activities set and ready at least one-half hour before the activity is to begin.
 5. Ask questions of the leaders or pastors of how things have been done in the past when planning an activity for the first time.
 6. Use parents to help with special events and parents help with bringing items that will be needed.
 7. Plan with Senior Pastor when activities or events should be held and how often.
 8. Be at team player with the church staff and help out with other church activities as time allows.