

## **Youth Minister Job Description**

### **Vandalia First Christian Church**

The role of the Youth Minister for the Vandalia First Christian Church is to evangelize the youth of the Vandalia community area and lead them toward spiritual maturity through teaching, example, encouragement, and overseeing the youth programs of the church.

#### **Preaching/Teaching**

1. The central task for the youth minister is to preach and teach the word of God to the youth of the Vandalia First Christian Church. His first priority rests in accomplishing this central task. This is in keeping with the heavy emphasis found in 1 and 2 Timothy and Titus on preaching, teaching, reproving, and correcting from the word of God.
2. The youth minister must be a disciple maker in accordance with the mandate given by Jesus in the Great Commission.
3. The youth minister must strive to equip the saints for the work of service, to the building up of the body of Christ (Ephesians 4:11-12).
4. The youth minister is expected to oversee and participate in the following programs.
  - a. Super Church – Organize, plan curriculum, recruit, train, and schedule teachers and helpers, and evaluate the effectiveness of the program.
  - b. Elementary Age Youth Group – Organize, plan curriculum, recruit, train, and schedule teachers and helpers, and evaluate the effectiveness of the program.
  - c. Junior and Senior High Youth Group – Organize and lead the worship time for the Junior and Senior High worship.
  - d. Summer Camp – Promote Shelby County Christian Assembly, encourage our youth to attend camp, recruit workers and helpers, and be available to attend the camp weeks throughout the summer that our youth attend.
  - e. Sunday School – Promote Sunday School and be available to either teach, assist, or be a substitute teacher.
  - f. Sonlight Daycare – Be available to assist the Daycare staff by teaching or organizing games as needed.
  - g. Special Youth Activities – Organize and plan various activities throughout the year for all ages of youth, recruit helpers when necessary, and evaluate effectiveness.
  - h. Youth Conference Trips – Plan the trips for various age groups, organize, recruit and train helpers, and evaluate effectiveness.
5. In order to faithfully accomplish the work of preaching and teaching, the youth minister is expected to maintain a continual study of God's Word keeping regular hours in his study for this purpose.

6. When the youth minister is absent from his preaching/teaching responsibilities (due to illness, vacation, or other scheduled events) he will work with the senior minister, the elders, and his youth sponsors to fulfill his responsibilities.
7. The youth minister should be prepared to occasionally preach to the congregation, especially filling in for the senior minister when the senior minister is absent.

### **Pastoral Work**

1. The youth minister is expected to spend time in prayer on behalf of the church and especially on behalf of the youth of the church.
2. The youth minister shall assist the elders and senior minister in providing oversight of the pastoral needs of the youth in the church. He shall communicate pastoral needs to the elders and senior minister and assist them in the work of shepherding as needed and as his time permits.
3. The youth minister shall be involved in the following activities as his time permits: spending time with the youth, evangelizing youth who are non-Christians, visiting in the homes of the youth of the church, visiting youth who are in the hospital, attending community events, and counseling.
4. Within reason, the youth minister shall attend non-youth activities at the church for the purpose of fellowship and encouragement of both adults and youth.

### **Administration**

1. The youth minister shall work under the direct supervision of the senior minister, be under the leadership of the elders, and responsible to the Board of Elders and Deacons.
2. The youth minister shall attend the regular staff meetings of the church and shall work together with the staff of the church to conduct the administrative affairs of the church as smoothly and productively as possible.
3. The youth minister shall oversee the following programs:
  - a. Super Church – Organize, plan curriculum, recruit, train, and schedule teachers and helpers, and evaluate the effectiveness of the program.
  - b. Elementary Age Youth Group – Organize, plan curriculum, recruit, train, and schedule teachers and helpers, and evaluate the effectiveness of the program.
  - c. Junior and Senior High Worship – Organize and lead the worship time for the Junior and Senior High worship.
  - d. Summer Camp – Promote Shelby County Christian Assembly, encourage our youth to attend camp, recruit workers and helpers, and be available to attend the camp weeks throughout the summer that our youth attend.
  - e. Sunday School – Promote Sunday School and be available to either teach, assist, or be a substitute teacher.
  - f. Sonlight Daycare – Be available to assist the Daycare staff by teaching or organizing games as needed.

- g. Special Youth Activities – Organize and plan various activities throughout the year for all ages of youth, recruit helpers when necessary, and evaluate effectiveness.
    - h. Youth Conference Trips – Plan the trips for various age groups, organize, recruit and train helpers, and evaluate effectiveness.
    - i. Bus Ministry – Organize, recruit and train drivers and helpers, call on prospective riders, assist in planning the Sunday morning route, follow-up on the youth and their families, and evaluate effectiveness.
4. The youth minister shall communicate in written form to the church through The Caller, through electronic means, through printed lesson material, through pamphlets and brochures, and in whatever other means deemed necessary by him and/or the elders.
5. The youth minister shall perform whatever other administrative duties are necessary for the benefit of the church. These duties include, but are not limited to, communication by phone, letter, social media, or email on behalf of the church.

#### **Example/Personal Life**

1. The youth minister must uphold a good example of what it is to be a disciple of Jesus. This is in keeping with the heavy emphasis in 1 and 2 Timothy and Titus to be an example of those who believe.
2. The youth minister is expected to maintain a healthy family life. He should model, to the best of his ability, the Biblical exhortation to husbands and fathers.
3. The youth minister is expected to maintain a healthy devotional life striving to provide a good example of applying the spiritual disciplines in his life.

#### **Other**

1. The youth minister shall officiate at wedding ceremonies as his time permits and only when the couples asking for his service are in agreement with both the church wedding policy and the youth minister's wedding policy.
2. The youth minister shall conduct funeral services when asked. He has permission to decline conducting a funeral service if circumstances so dictate, but as a general rule he is encouraged to conduct funeral services when asked.
3. There are other activities of the church the youth minister may be involved in if his time permits (such as participation in the praise band, participating in workdays at the church, etc.). He should be careful not "to neglect the word of God in order to serve tables" (Acts 6:2).

#### **Accountability**

1. The youth minister works under the supervision of the senior minister and is answerable to the Elders of the church. He shall accept their guidance and direction in regard to the ministry he performs and the selection of activities in which he chooses to participate (both in respect to activities directly related to Vandalia First Christian Church and in respect to activities indirectly related to Vandalia First Christian Church).

2. The youth minister shall provide a written report of his work to the Elders and the Board of Elders and Deacons at their respective regular monthly meetings. The specific format and information to be included in his reports will be that which is mutually agreed upon by him and the Elders (for the Elders' Meeting) and him and the Board of Elders and Deacons (for the Board of Elders and Deacons' Meeting).
3. The youth minister is also responsible to the Board of Elders and Deacons as set forth in the bylaws of the church.
4. The youth minister shall work to provide clear communication concerning the workings and activities of the church to the Elders and to the Board of Elders and Deacons.

In accordance with Biblical exhortation, the elders, deacons, and ministerial staff of the Vandalia First Christian Church are called to work together in Christian love to build up the church as set forth in God's Word. The youth minister is expected to do his part in achieving this goal.