



POSITION: YOUTH COORDINATOR
ACCOUNTABLE TO: YOUTH PASTOR
PART-TIME: 20-25 HOURS PER WEEK

OUR VISION: Central Christian Church seeks to be a body of disciples who bring glory to God in all things according to Scripture – worshiping him, equipping His people, and evangelizing the world – as we eagerly anticipate the restoration of heaven and earth under one head, Christ the king.

Position Summary: With ministry direction, the Youth Coordinator will assist with the vision of the youth group. The Youth Coordinator will be tasked with providing support in planning events, relational shepherding, and discipleships into multiple aspects of the Church family life.

Responsibilities and Essential Task: The Youth Coordinator will perform various tasks but are not limited to the list below.

- Participate in planning and leadership of retreats, camps, Sunday GLC, Wednesday nights, and high school serve team.
- Lead worship & develop students as worship leaders.
- Provide teaching & discipleship ministry.
- Work with other ministries to identify ways students can get involved in serving.
- Build strong connection & relationships with students & leaders.

Personal Responsibilities:

- Maintain and model a vibrant relationship with Jesus Christ by abiding in Him.
- Build and maintain relationships: both with Christians and non-Christians.
- Commitment to grow and develop in our calling, core values, and ministry expectations.
- Continued lifestyle of personal and professional growth.

Qualifications:

An ongoing relationship with Jesus Christ, with a desire to spend time and mentor students.

SPIRITUAL:

Has accepted Christ as his/her Savior and will accept the Central Christian Church 8-point statement of faith.

EDUCATION/CERTIFICATION:

Bachelor's degree preferred or equivalent experience

REQUIRED KNOWLEDGE:

Proficiency in Office 365

EXPERIENCE REQUIRED:

Ministry experience preferred and teachable spirit.



SKILLS/ABILITIES:

- Team Player – Reaches out to peers. Overcomes “we – they.” Approachable. Leads peers to do what is best for the organization.
- Conflict Management – Understands natural forces of conflict and acts to prevent or soften them. Effectively works through conflicts to optimize outcome. Does not suppress, ignore, or deny conflicts.
- Drive – Exhibits energy, a strong desire to achieve, and a high dedication level.
- Self-Motivated – The lead Pastor believes in his staff. He is not looking to micro-manage a ministry. He is looking for someone that has an intrinsic motivation to give and do his or her best.
- Relational – The ideal candidate should be able to relate to, connect, and engage with children, teens, and adults from all diverse backgrounds.
- Hospitality: Generates a sense of hospitality by their very presence; communicates with a sense of warmth, openness, and approachability; fosters natural connections between members of the church, school, and visitors.
- Interpersonal Skills: Establishes good working relationships with all levels of the organization.
- Attention to Detail: Keeps the larger picture in mind while tending to the smallest of details.
- Initiative: Enjoys working hard; is action oriented and energetic about worthwhile activities; seizes opportunities; sets demanding but achievable objectives for self.
- Integrity and Trust: Is seen as trustworthy by others; practices direct, honest, and transparent in communication; and responds to situations with constancy and reliability.
- Pragmatic – Must be able to generate sensible, realistic, and practical solutions to problems.
- Resourceful – Passionately finds ways over, around, or through barriers to success. Achieves results despite lack of resources. Goes beyond the call of duty. A “doer.”

Ministry Expectations:

As a staff member of Central Christian Church, I commit to the following:

1. Care for my own soul – spiritually, physically, emotionally, and intellectually.
2. Care for my own family – spiritually and emotionally.
3. Exemplify a godly life in public and private.
4. Handle conflict Biblically.
5. To repent quickly of any revealed sin
6. Be above reproach in all relationships, protecting against appearance of inappropriate behavior with the opposite sex.
7. Strive to be a humble, servant leader worth following.
8. Be loyal to vision and leadership – speaking positively and fiercely protect both peers and eldership but not overlooking or ignoring wrongdoing. (In no way is this intended to contradict accountability. In any circumstance of wrongdoing or inappropriate behavior of any kind, you are to follow the appropriate communication lines as laid out by the form chart and policy manual).
9. To put the best interest of the Church always before mine or my personal ministry
10. Be a multiplier of disciples and leaders – Equipping the saints, who will replace you?



11. Make every effort to establish a “team environment” bringing others into conversations and inviting open dialog.
12. To strive to shepherd people with gentleness and love through change, good times, and difficult times
13. Faithfully and compassionately care for people.
14. Be a learner with a teachable spirit – actively pressing yourself to learn new things.
15. To give my best effort and strive for excellence.
16. To be a servant of the Church in the workplace willing to step in when and where necessary
17. To acknowledge communication quickly, even if the answer is not known, with an estimate of when you can respond more fully.

Working Conditions:

Primarily office environment with the ability to engage in the community as required.

Physical Requirements:

The ability to stand, walk, sit, kneel, bend, reach, grip, climb, push, pull, or carry for a duration of time. Ability to lift 25 pounds. The ability to use fine motor skills including tactile while performing a task.

Direct Reports:

N/A

ACKNOWLEDGEMENT

I acknowledge that I have read the job description and requirements for the position of Youth Coordinator, and I certify that I can perform these functions.

Employee/Applicant Signature: _____ Date: _____

Supervisor/Hiring Manager: _____ Date: _____