

CHURCH POSITION DESCRIPTION

TITLE: Youth Director West Bloomfield
START DATE: May 1, 2024
STATUS: Part-Time

POSITION DESCRIPTION:

The Youth Director position is the one ultimately responsible for the youth ministry of the church.

REPORTING RELATIONSHIP:

West Bloomfield Lead Pastor

WORKING RELATIONSHIPS:

The Youth Director works closely with many people. The working relationship with the West Bloomfield Lead Pastor is of great importance to carry out the values and vision of OPC. The students are important to know on a personal level to be a mentor/shepherd to them. The parents are key connections to build trusting relationship with as well.

CHARACTER:

Demonstrate the qualities of a follower of Jesus Christ: Loving God and loving others, exhibiting a desire to live in relationship with those within and outside the church.

QUALIFICATIONS:

1. Education: College Degree preferred but must have expertise in youth ministry.
2. Experience: Demonstrates the ability to lead volunteer teams and to manage large projects through completion. A minimum of 2-3 years of leading ministry is required.
3. Requirements: Attender or in process of becoming a regular attender at Oak Pointe West Bloomfield. Affirmation of the vision and direction of Oak Pointe West Bloomfield.
4. Characteristics: Exhibits a Servant's spirit and Christian character in the areas of integrity, dependability, and perseverance. Innovative, self-starter, team builder, strong verbal and written communication, team player, proactive, detail oriented, and ability to multitask.
5. Competencies/Skills: In touch with youth and cultural dynamics, knowing how to navigate as a Christian. Strong ability to lead teams, oversee initiatives.

RESPONSIBILITIES:

- Organize and lead youth events:
 - Plan for, pray over and execute weekly gatherings.
 - Prepare devotionals/ sermons for youth on a weekly basis.
 - Plan for, pray over and execute events outside of weekly gatherings.
 - Brainstorm ideas and begin the process of planning future events.
 - Communicate with parents and volunteers about ministry events and gatherings.

- Disciple students:
 - Meeting one-on-two or in small groups to establish discipleship relationships.
 - Create opportunities for students to take responsibility in the youth group and to encourage their vision of the ministry.

- Partner with volunteers in ministry:
 - Cultivate relationships with volunteers that are open, honest and encourage feedback.
 - Communicate and entrust certain ministry responsibilities to volunteers.
 - Equip and empower volunteers to disciple students outside of weekly gatherings.
 - Plan for monthly volunteer meetings that discuss future events and strategize the youth ministry's vision/direction.
 - Provide training to volunteers based on our ministry objectives, the needs of our students, and the context of culture they are active in.

- Support family discipleship:
 - Create opportunities to partner with families in discipling students.
 - Help provide training to parents based on the needs of our students, the context of culture they are active in and practical ways for families to engage in discipleship.
 - Establish times of prayer with family members.

- Maintain communication with leadership:
 - Be involved in Sunday church gatherings.
 - Communicate with lead pastor on any ministry concerns to be aware of.

OFFICE HOURS AND EXPECTATIONS:

WEEKLY requirements:

1. Weekly staff meeting on Thursdays from 1-3pm
2. Life Group - to participate in a Life Group with other adults.

MONTHLY requirements:

1. Monthly Ministry Leadership Meeting on 1st Saturday from 10am-1pm

YEARLY requirements:

1. Outreach Event – At least 1 outreach event with live music, extra planning

OFFICE HOURS & EXPECTATIONS:

Will this position call for office hours? NO

Which days and hours are expected to be in-person? Weekly staff meeting 1-3pm; Sunday church gathering to participate and connect; Weekly youth program

How many office hours are able to be remote? All except what is shown above.