

Position: Associate / Youth Pastor
Classification: Pastoral
Hours: Part-time, Salaried
Supervisor: Senior Pastor, Personnel Committee

Date: August 2016

I. Essential Qualifications for Ministerial Staff

1. Must have a personal relationship with The Lord Jesus.
2. Must be willing to become a member of First Baptist Church of Bethany.
3. Meets the requirements of 1 Timothy 3:1-7.
4. Spiritual life reflects the 2 greatest commandments, Love God & Love People.
5. Must be a team player & maintain confidentiality.
6. Personality characteristics should include the following: honesty, tactfulness, integrity, courtesy, cooperation, confidence, friendliness, enthusiasm, optimism, cheerfulness, and a sense of humor.
7. Must agree with The Baptist Faith & Message.

II. Principal Function

To assist the pastor and church body in achieving its mission by providing leadership in both the overall operation of the church and in the Christian student ministry for grades 7-12.

III. General Duties

1. Recruit, train, guide, and evaluate paid and volunteer workers in your area of ministry.
2. Coordinate the effective use of equipment and resources within your area of ministry.
3. Build spiritual maturity in the lives of the volunteers and staff with whom you work.
4. Set appropriate annual and long-term goals for your ministry and to lead in the achieving of those goals.
5. Maintain a spirit of evangelistic outreach in order to be a role model.

IV. Specific Duties

1. Be responsible to develop a student ministry mission for outreach, spiritual growth, and ministry service that involves students, student ministry leaders, and parents to carry out that mission.
2. Be responsible for coordinating the planning, promotion and execution of student ministry programs and activities in cooperation with the church mission.
3. Be responsible for leader and student leadership enlistment, development, equipping them to teach, serve, minister and lead in student ministry programs and events.
4. Provide leadership and guidance in curriculum selection.
5. Advise in the use of program materials, equipment, supplies and space for student ministry.
6. Be responsible for the preparation of an annual budget for the student ministries.
7. Lead in evangelistic activities in the student ministry.
8. Provide avenues for crisis intervention situations.
9. Attend staff meetings as required.
10. Maintain and uphold all compliance and safety regulations, training, and standards for Youth Ministry Events.
12. Consult with the pastor and administrative assistant regarding plans & policies of the church.
13. Develop and maintain a youth mentoring process.
14. Occasionally attend middle & high school students' extracurricular activities at their school.
15. Participate in First Baptist Church events and strive to participate in the local Bethany Community.
16. Assist the pastor in hospital visits as needed.
17. Be prepared to preach on occasions.
18. If requested by a congregant – be prepared to lead a funeral, wedding service, or baptismal service.
19. Must attend deacon and business meetings.
20. Basic working knowledge of computers & social media.