



ASSOCIATE PASTOR FOR YOUTH MINISTRY JOB DESCRIPTION

The Lord has blessed Fleetwood Bible Church with continued growth over the past several years, and we are excited that God is leading us to retain a full-time member of the Pastoral Staff to address the following two areas of congregational life:

1. **Youth Ministry:** Evangelize, disciple, and minister to those in the congregation and community who are in the middle and high school age groups, with the goal of glorifying God through the building up and strengthening of our Youth Ministry. (Entails an approximately 80% time division to start, to be reviewed periodically.)

2. **General Pastoral Ministry:** Help share the general pastoral ministry load with the Pastoral Staff, assisting as needed with hospital and home visitation, general counseling, ministerial coordination, etc. (Entails an approximately 20% time division to start, to be reviewed periodically.)

A. OVERVIEW

Position Title	Associate Pastor for Youth Ministry
Reports To	Pastor for Discipleship Ministries (for Youth Ministry—80%)
Reports To	Senior Pastor (for General Pastoral Ministry—20%)
Accountable To	Elder Board (see the FBC Organization Chart) and the Staff Handbook policies
Primary Ministry Target	Middle school and high school students
Ministry Director For	Youth Ministry (see the FBC Organization Chart)
Minimum Education	B.A. in Biblical Studies, preferably with at least some emphasis in Youth Ministry
Minimum Maturity Level	Stable, mature Christian man who seeks the Lord and leads a solid Christian home
Spiritual Gifts	Discipling, teaching, leading, discerning, compassion
Desired Abilities	Communication, encouragement, counseling, discipline, exhortation
Character Traits	Humble, cooperative, upbeat, pleasant, diligent, conscientious, discreet, holy
Passion For	Ministering to (and with) middle and high school students; understanding their special needs, challenges, and potential; helping them know, embrace, live, and defend the Christian faith; and incorporating them into the full life of the larger church family.
Alignment	See document titled, “Youth Ministry Core Values”
Ministerial Credentials	Pursue pastoral licensing with the Eastern Region of the Missionary Church
Employment Status	Full-time paid member of the Pastoral Staff
Length of Commitment	Minimum two year commitment

B. ANTICIPATED TIME COMMITMENTS

A 40-48 hour workweek—including frequent evenings—is anticipated with the equivalent of two days off per week. A basic workweek schedule that balances the various duties, responsibilities, and expectations of the position will be developed with, and reviewed by, the Pastor for Discipleship Ministries on an as-needed basis. Emergencies, special occasions, and volunteer duties would be above and beyond this basic workweek.

C. RESPONSIBILITIES/DUTIES

1. Youth Ministry (80%)

Reports to and Takes Direction from the Pastor for Discipleship Ministries

- a. Give direction to and oversee the ministries for middle school and senior high students. Love, teach, serve, and pray for the students, helping them to develop an authentic Christian walk. Identify the needs and interests of teens in the church and community. In light of these realities and fixed biblical truths, develop discipleship strategies for the students' spiritual growth. Evaluate existing programs to determine effectiveness and revise as necessary.
- b. Provide (or arrange for) the counseling, spiritual direction, and/or crisis intervention of students on an individual or family as-needed basis. Be familiar with in-house and local counseling resources and services for consultation and/or case referrals.
- c. Recruit and disciple ministry workers/mentors, providing the necessary training to develop skills for their various areas of service. Communicate well and build a team environment among the volunteers. Look for ways to integrate student activities with other groups and segments of the church family. Share with other members of the Pastoral Staff the critical needs of the youth.
- d. Lead or facilitate at least one weekly group discipleship event each for the middle and high school students, following the age divisions below. Further disciple the more serious students of the core group who wish to develop a deeper relationship with the Lord.
- e. Conduct Sunday evening relational/interactive events in keeping with the overall mission, vision, and calendar of the church. Be a positive role model, sharing life lessons, biblical wisdom, and shared fun experiences to build a sense of genuine community among the students.
- f. Lead the follow-up of those students who have visited the church. This will include such efforts as home visits, letters, email correspondence, etc. Be familiar with the school activities calendar of students in the community. To the extent possible, attend some school events and other student activities in order to be part of their world. Regularly report to the Pastor for Discipleship Ministries a record of student contacts, visits, and counseling sessions conducted.
- g. Plan student mission trips in conjunction with the World Outreach Ministry Director to ensure alignment with the church's overall missions philosophy, procedures, goals, and requirements for training, funding, and trip eligibility.

- h. Perform basic administrative duties, such as developing the Youth Ministry budget and tracking expenditures throughout the year (with the help of the Church Treasurer). Compile a student directory and distribute copies to the group. Attend Pastoral Staff meetings and other meetings as requested or required.
- i. Coordinate and cooperate with the Children’s Ministry Director and the Young Adult Ministry Director for “hand-off” issues at each end of the ministry target age spectrum.
- j. Coordinate and cooperate with denominational leadership, participating in Eastern Regional youth functions, conferences, and special projects. Cooperate also with local student ministries when practicable.
- k. The job description may be expanded in time by the Elder Board to include supervision of the Young Adult Ministry.

2. General Pastoral Ministry (20%)

Reports to and Takes Direction from the Senior Pastor

- a. As a member of the Pastoral Staff, perform general and emergency ministerial duties as needed/directed, such as preaching, teaching, counseling, baptisms, weddings, funerals, interventions, hospital visits, critical home visits, and other pastoral functions.
- b. Communicate various needs, challenges, and opportunities with other Pastors, Associate Pastors, Ministry Directors, and Deacons as needed and appropriate.
- c. The Associate Pastor for Youth Ministry is expected to be a regular Sunday morning worshiper and enthusiastic supporter of the other leaders and ministries of FBC. His presence at corporate church services and other functions will demonstrate a sense of unity, solidarity, and collegiality with the staff and congregation.

Nursery Min. Director				Children's Ministry Director						Associate Pastor for Youth Ministry				Young Adult Ministry Director												
Nursery Children				Pre-School			Lower Elem			Upper Elem			Middle School			High School				Young Adults						
0	1	2	3	3	4	5	K	1	2	3	4	5	6	7	8	9	10	11	12	+1	+2	+3	+4	+5	+6	+7