

IS SEEKING A PART TIME (15 hours/week)

## **YOUTH MINISTRY COORDINATOR**

### ***I. POSITION SUMMARY***

The Youth Ministry Coordinator supports the vision of BBC by organizing and promoting youth activities in the church and community (grades 7-12). Important responsibilities include recruiting, training and supporting volunteers, planning logistics for youth programs, and resourcing the parents of the youth participants. The Youth Ministry Coordinator expectations include being able to work on Sundays, participating in staff meetings led by the Senior Pastor and providing leadership for scheduled youth activities. The Youth Ministry Coordinator will also work with the pastoral staff to help integrate youth into the regular life of the congregation including, but not limited to, serving on the worship team, volunteering in other church programs and engaging in local and global mission opportunities.

### ***II. DUTIES AND RESPONSIBILITIES***

- Create and implement a ministry that is both engaging and spiritually/biblically focused
- Choose and implement an appropriate curriculum in consultation with the Senior Pastor
- Work as part of a ministry team with the pastoral staff and key volunteers in bringing a unified vision
- Develop, maintain and communicate a schedule for youth ministry volunteers
- Order supplies and materials for ministry program and maintain the youth ministry space
- Maintain a roster of youth participants including attendance, age etc. and ensure appropriate release forms are maintained
- Communicate youth ministry plans with parents and the congregation
- Follow the Plan to Protect procedures

### ***III. QUALIFICATIONS***

- Demonstrated ability to work with youth in a team environment
- Experience initiating and developing youth programs in a Christian environment
- Is spiritually mature, discerning, prayerful
- Some theological training is preferred
- Enthusiastic leader with proven time management skills
- Ability to maintain the highest degree of integrity and confidentiality

***IV. TERMS OF EMPLOYMENT***

- This position is with Bonavista Baptist Church and requires a person who has made a Christian commitment and is in agreement with and willing to sign the Statement of Faith and the Christian lifestyle policy of the church (available on request.)
- This position reports to the Senior Pastor
- Must provide an acceptable criminal record check, including the level of clearance required to work with vulnerable people before starting.

***V. For further Information or to submit your Resume contact***

Rev. Scott Simpson (Senior Pastor)

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