

NORTHVIEW COMMUNITY CHURCH
JOB DESCRIPTION
Director of Youth Ministries Mission Campus

DEPARTMENT	Youth Ministries
REPORTS TO	Mission Campus Pastor
RESPONSIBLE FOR	Grade 6-12 youth
ALLOTTED HOURS	40 hours per week
REVISED	May 2018

MINISTRY CONTEXT:

The person called to this ministry must be in agreement with Northview’s confession of faith, mission, vision and core values and must have a passion for the ministry of the church. The incumbent must also have the qualifications of a Deacon, as outlined in I Timothy 3.

PRIMARY FOCUS:

The Director of Youth Ministry is responsible to oversee all aspects of the youth ministry at the Mission Campus. This is inclusive of middle school and high school youth. The goal is to be discipling youth to lead a life fully devoted to Christ.

MINISTRY RESPONSIBILITIES:

1. GENERAL YOUTH MINISTRY LEADERSHIP (15%):

- a. Provide exemplary leadership and strategic vision for the ministry.
- b. Provide leadership in evaluation of ministries and programs.
- c. Envision future needs based on ongoing evaluation.
- d. Facilitate the development of strategic initiatives for new ministry directions.
- e. Recruit, inspire, care for, and develop ministry leaders.
- f. Supervise summer ministry teams and other related ministry or work projects.
- g. Provide opportunities and facilitate for youth mission’s initiatives.
- h. Network with other youth ministry workers in Mission.
- i. Communicate with parents on a regular and consistent basis.

2. MINISTRY / PROGRAM DEVELOPMENT (45%):

- a. Initiate and coordinate program development, with direct leadership and supervision, for all activities related to youth, bearing in mind the diverse needs of youth from grades 6-12. This will include weekly spiritual and social development in large and small groups, as well as special events as warranted.
- b. Provide regular communication with parents of youth, offering encouragement and counsel both individually and in parenting classes as required.
- c. Provide current information through effective means of communication to parents and students (i.e. social media, website, bulletin, newsletter, etc.)
- d. Develop leadership through the creation of discipleship and leadership opportunities.

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- e. Strategically facilitate healthy transitions between ministries (e.g. Children's ministry to middle school, high school to young adults, etc.)
- f. Maintain an outreach program to the local public and private high schools.
- g. Discern spiritual gifts in students and provide opportunities for them to serve in the church and community.

3. SPIRITUAL FORMATION (20%):

- a. Oversee regular student worship events.
- b. Oversee the spiritual growth of youth by speaking to and teaching the group, and/or coordinating guests and other methods of Biblical challenge and teaching.
- c. Work toward the development of a Biblical worldview within youth.
- d. Be available for emergency counsel and spiritual care to the youth where needed and required.

4. OTHER DUTIES (10%):

- a. Preach, teach, MC, and speak as requested by the Campus Pastor.
- b. Meet monthly with Mission Campus staff for prayer and study together.
- c. Attend Congregational, Board and Commission meetings as required.
- d. Attend Staff meetings as required.
- e. Provide necessary support for outreach initiatives including fall kickoff, Christmas parade, etc.
- f. Other duties such as weddings, funerals, counselling, visitations etc. as required.

5. ADMINISTRATIVE DUTIES (10%):

- a. Accountable to the Campus Pastor through staff meetings and reports.
- b. Maintain regular communication with volunteer staff by encouraging and teaching.
- c. Provide organized registration systems for special events including consent forms, payment, etc.
- d. Prompt and clear communication with parents and leaders on issues pertaining to the ministry and programs.
- e. Manage the budget for Youth Ministry.

STATEMENT OF RELATIONSHIPS:

The Director of Youth Ministry reports directly to the Campus Pastor and is a Ministry Team Leader to Youth. As a Ministry Team Leader, he/she will oversee the Youth ministry within the Mission Campus congregation and community. While the Director of Youth Ministry provides direct oversight to the Youth Ministry, it is expected that he/she will work collaboratively with the other Ministry Team Leaders both within the Mission Campus as well as with the Youth Department in Abbotsford. The Director of Youth Ministry must seek to carry out ministry in the context of the mission, vision and values of Northview. It is important for the individual to understand that they are part of a ministry team. As such, other departments are available and it is expected that they will resource the individual to assist in carrying out the ministry at Northview.

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QUALIFICATIONS:

1. Minimum of a Bachelor's degree in a related field.
2. Experience in ministry and the areas of strategic planning and implementation.
3. Demonstrated teaching abilities in large and small groups.

PERSONAL CHARACTERISTICS:

The following characteristics are considered essential for the candidate to be successful in this role:

1. A penchant for leadership development.
2. Willing to recruit volunteer leaders and empower them to lead.
3. Ability to have good rapport with youth of all ages.
4. Able to communicate clearly.
5. Agrees doctrinally with church leadership on primary and secondary level beliefs.
6. Is known to have a lifestyle that honors and uplifts the name of Christ.