

**Faith Christian Reformed Church  
Pella, Iowa**

**I. Position Title:** Director of Youth and Young Adult Ministries

**II. Reporting Relationships:** The Director of Youth and Young Adult Ministries reports formally to the Council via the Administrative Board.

**III. Position Summary:** The Director of Youth and Young Adult Ministries position at Faith CRC is to oversee and resource our formational programs for our high school and college- aged students. As Director you will create opportunities and environments to reach and shepherd our high school and college-aged students and will partner with parents in guiding their children towards a life-long relationship with Jesus Christ. This is a full-time position (40hrs/week).

**IV. Major Duties and Responsibilities**

A. YOUTH MINISTRY (known as YP)

1. Be the key leader and administrator of the high school YP Group.
2. Collaborate with volunteer youth leaders in developing annual themes/emphases and coordinating lessons/experiences for Wednesday evenings.
3. Organize YP Group around a discipleship model with primary focus on Living Groups, then Small Groups, then community building activities (large group games, mixers, lessons, etc) into Wednesday youth meetings.
4. Organize youth outings, such as outreach, summer camps, or other activities.
5. Identify, recruit, train, equip, and develop leaders to be a part of the youth ministry.
6. To participate with the high school youth group in SERVE projects or other mission trips and to encourage youth participation in mission or service projects.
7. During the week, invest in the lives of students, building relationships with them in the most effective ways possible.
8. Be a mentor and encourage mentors. Emphasize discipleship and help students know who they are in Christ.
9. Offer spiritual guidance in preparing youth for profession of faith.
10. Develop student leadership within the high school youth group and seek ways to connect the high school youth into other ministry areas within the life of Faith CRC (praise teams, worship leaders, service projects, etc...)
11. Have regular communication with parents.
12. Prepare an annual budget for needs of youth ministry.
13. Develop and enact specific annual goals for the youth group in partnership with the volunteer leaders and the Administration Team.

**B. YOUNG ADULT MINISTRY**

1. Be the key leader and administrator of the Post High Group.
2. Connect regularly with the young adults of Faith CRC who are attending college or are of college age but remain at Faith CRC.
3. Partner with other staff to develop or encourage opportunities for college-aged youth to engage in community, fellowship, and learning.
4. Develop and enact specific annual goals for the post-high group in partnership with the Administration Team

**C. EDUCATION**

1. Partner with the Education Director and Lead Pastor in evaluating and selecting curriculum.
2. Partner with the Education Director in identifying YP leaders, teachers, and Elevate partners.
3. Teach at least one semester of the High School MileMarkers Curriculum.
4. Attend Education Ministry Team meetings (if applicable).

**V. Qualifications**

- A. Bachelor's degree in Youth Ministries/Education (preferred) or 3-5 years of experience.
- B. Demonstrates a stable, mature Christian walk and a passion for Jesus.
- C. Sound biblical and theological knowledge.
- D. Committed to the Reformed perspective/beliefs.
- E. Humble, faithful, and teachable servant leader.
- F. Love for high school and college-aged students (and their families).
- G. Experience building a team of volunteers.
- H. Strong interpersonal and communication skills.
- I. Passion for excellence and high attention to detail.
- J. An understanding of what it means to meet students where they are in life.
- K. A background check appropriate to this position will be completed.

**VI. Review: Annual review with the Administrative Board to review responsibilities and accomplishments of the previous year and goals for the coming year.**