

## YOUTH GROUP DIRECTOR

### JOB DESCRIPTION

#### PRINCIPAL FUNCTIONS

The Youth Director is responsible to shepherd high school and middle school youth at First Reformed Church and in the community of Oak Harbor. This includes planning and directing ministry programs and events according to the FRC mission statement and within the philosophy of Think Orange and oversight of youth group volunteers.

#### RESPONSIBILITIES

##### Spiritual Life

1. Pray daily.
2. Maintain a lifestyle in keeping with a vibrant walk with Christ.
3. Regular Bible study as well as study of the tenets of the reformed faith.

##### Volunteer/Intern Leadership Development

1. Train, recruit, nurture and pray for and with adult leaders.
2. Develop events and programs that encourage participation of volunteer leaders.
3. Do contact work with volunteers in order to build stronger relationships with leaders and youth.
4. Identify and encourage students in volunteer leader roles.

##### Program Leadership

1. Plan, implement, direct, and maintain the following programs: small group ministry, weekly youth group, Monday hang out, youth group events, retreats and service projects.
2. Serve as the primary teacher in small and large group settings.
3. Communicate clearly and regularly with leaders, students, parents, and staff.
4. Challenge and encourage students of this church to participate in worship and ministry of the church and challenge the church to become more active in the lives of her youth group students.
5. Be available for crisis support with students and/or families.
6. Encourage and train Christian students in evangelism and the ability to articulate what they believe.
7. Support church wide events where students are involved (mission trips, vacation Bible school, etc.)
8. Worship leading/musical skills are a plus.

##### Contact and Outreach

1. Develop and maintain relationships with students by going to schools, school events, sporting events, etc.
2. Encourage periphery students towards increased involvement in the ministry.
3. Encourage and train students to be involved missionally in their culture.

##### Administration

1. Administer all details regarding student programs, events, retreats, etc.
2. Communicate and promote information regarding the youth ministry to FRC church family.
3. Work with supervisor to prepare the annual youth ministry budget and review expenses regularly.
4. Maintain an intentional ministry plan for the youth ministry.
6. Assist in church "family" events when possible (e.g. Picnic 'N Praise, mission trips, vacation Bible school, etc.).

#### FOUNDATIONAL PRINCIPALS

1. Maintain a high level of integrity and confidentiality where sensitive information is known.
2. Exhibit excellent interpersonal skills and professional demeanor.
3. Work as a team with the pastors, staff members, officers, committees and volunteers.
4. Set a high standard of professionalism within this team environment. The goal should be to glorify God in all the office work and encourage staff in their personal walks with Christ.

#### POSITION STRUCTURE

Reports to the Head Pastor

Classification: Staff

Full time

Please send resume to Annette Hargrove at [frontdesk@frcch.org](mailto:frontdesk@frcch.org).