

Youth Director (part-time) at the New Cumberland First Church of God

Youth Director responsibilities include planning, recruiting & leading volunteer youth leaders, leading the senior youth group, seeking new students and possibly lead/teach the youth Sunday school class. This position reports to the pastor, and is a (non-voting) member of the Christian Education Commission and is accountable to the administrative council. Approximate weekly time commitment of 4 -10 hours at a starting salary of \$12 - \$15 per hour based upon qualifications.

Should exhibit the following characteristics:

- A commitment to Jesus Christ and a lifestyle that shows it.
- Become part of our church and community unless you will continue attending elsewhere.
- Be a student of the Bible, and committed to prayer.
- Place high value on the peace and the unity of the church.
- Agree with basic Church of God doctrine.

Planning:

- Must have good communication skills and habits.
- Should have weekly youth group gatherings, and arrange coverage when not available.
- Should provide copies of schedules to youth/families a minimum of 1 month in advance.
- Should be organized, reliable and keep/submit financial statements, receipts and time log.
- Attend monthly commission meetings or provide a report to commission in advance.

Leading Youth Group & possibly Sunday School:

- Should arrive early and prepared.
- Be creative using materials designed for youth, include prayer, music, skits, games, etc...
- Foster a team environment, respecting each person's unique skill set and gifting.
- Develop methods/events to attract & invite new students.
- Youth Director doesn't need to personally lead every gathering, but is responsible for it.

Lead & Develop Volunteers and Student Leaders:

- Recruit adult volunteers. Ensure all adults (18 and older) are Safe Sanctuary cleared.
- Encourage students to take leadership roles when possible.
- Consider attending seminars & training individually and as a team.
- Maintain a Christ honoring presence with students using technology/social-media.

Important aspects to consider and prioritize:

- Who accepted Christ as a result of our youth ministries?
- Who decided to be baptized as a believer?
- How many youth went to Camp YoliJwa for a Summer Camp? How many took a friend along?
- What didn't work or isn't working?
- What are your dreams for the future of our ministry to youth?

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Terms of Employment:

Compliance with our Safe Sanctuaries Policy, including FBI fingerprinting, is required prior to employment.

There will be a three month evaluation to determine if employment should continue.

The salary will be set on an hourly basis and reported to the pastor. Should weekly hours exceed 40 hours in any given week, the hours over 40 will receive overtime rate at 1 ½ times the hourly rate previously established. Two weeks of paid leave annually, accrued on a pro-rated scale. Additional paid leave may be granted for serving at Camp YoliJwa or for a mission trip. Additional unpaid weeks off are allowed as agreed upon by the pastor. Mileage will be reimbursed with properly documented records at a rate based upon the federal government's mileage rate.

Paychecks will be available monthly, by the final day of each month, unless other arrangements are agreed to by the employee and pastor.

The employee is responsible to have a plan in place, by working with the pastor and youth leaders, to have leadership coverage during their absence/time off.

Employment may be terminated by the employee or the church at any time with a minimum of two weeks' notice.