



MADISON AVENUE CHRISTIAN REFORMED CHURCH

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Rev. E. Wayne Coleman, Senior Pastor (wayne465@yahoo.com)

Youth Ministry Outreach Director Job Description

Summary: The objective of the position of Youth Ministry Outreach Director is to reach out to the youth within the MACRC congregation and in the community; sharing the good news of Jesus Christ's Lordship and helping them to grow and to deepen their faith through education, missional, and recreational opportunities.

The candidate will be primarily responsible for Junior and Senior High programs (6-12)

Qualifications:

1. Gives evidence of a deep love for Christ, youth and His people, and a commitment to personal spiritual growth privately and in community.
2. A bachelor's degree is preferred, but not required, or a minimum of one-year of experience in a non-profit or similar environment working with youth providing evidence of organizational, leadership, encouragement and motivation, and exemplifies teamwork.
3. Possesses excellent relational skills for personal connections with youth and their families.
4. Possesses excellent relational skills for working with fellow staff members and volunteer leaders of the youth ministry.
5. Has a passion and gifting for evangelism and urban outreach in the local Paterson community.
6. Has an ability to coordinate finances of the ministry and oversee budget costs and fundraisers.
7. Has an ability to establish goals, evaluate, review, and monitor the ministry to determine how well the ministry has achieved the goals of helping youth love, learn, seek, and serve.
8. Attends MACRC a minimum of two Sundays per month.
9. Is self-directed, self-motivated, self-initiating, and is proficient in written and verbal communication skills.
10. Is willing to participate in workshops and conferences to continue to grow as a youth leader.
11. Bilingual in Spanish is preferred, but not required.

Primary Duties and Responsibilities: Oversight of youth ministry; serving as mentor; providing guidance, accountability, and encouragement to volunteer leaders and parents.

1. The Youth Ministry Outreach Director will provide oversight and visionary leadership for our middle and high school ministry by recruiting a team of volunteer leaders and spearheading, encouraging, supporting, and serving as a resource person for the youth leadership team.
2. This work will include working with the senior pastor and youth leadership team to develop a comprehensive strategy and curriculum for our teens' care and growth in Christ.
3. After the youth leadership team and curriculum is established, the Youth Ministry Outreach Director will develop, enhance, and encourage a highly relational ministry by building positive long-term relationships between the youth leadership team and our youth.

4. The Youth Ministry Outreach Director will create and maintain meaningful relationships with youth and their families, supporting them in all areas of their lives as appropriate (e.g.- attending extra-curricular activities to support the youth.)
5. The Youth Ministry Outreach Director will reach out to youth in the neighborhood through the development of a regularly scheduled weekly ministry meeting that includes Bible study and recreation.
6. The Youth Ministry Outreach Director will develop ways to engage the youth by utilizing virtual platforms, social media, and online tools for enhanced engagement and additional activities.
7. The Youth Ministry Outreach Director will develop, promote, and enhance Christian commitment, discipleship, leadership, and spiritual growth in our youth. He or she will coordinate with other ministry teams in the church (eg- worship team, usher board, etc) to incorporate youth in all areas of ministry.
8. The Youth Ministry Outreach Director will facilitate relationships between the youth in this church and the church community, encouraging intergenerational relationships within the church and the integration of the youth into all aspects of our faith community.
9. The Youth Ministry Outreach Director will shepherd the congregation into more fully valuing and accepting the unique gifts and perspectives of the youth, advocating for youth voices when needed.
10. The Youth Ministry Outreach Director will create a framework for building up new student leaders from within the youth who are part of the ministry.
11. The Youth Ministry Outreach Director will plan and lead monthly Sunday Youth Worship, regular youth outings for learning, evangelism, service, and recreation.
12. The Youth Ministry Outreach Director will maintain close collaboration with the leaders of other ministries (GEMS, and Cadets) and will attend regular ministries' meetings as scheduled by the pastor. He or she will also attend church council meetings as needed.
13. The Youth Ministry Outreach Director will build connections with and establish a weekly work schedule at New City Kids. He or she will also build connections with the administrative staff at PS 21, and other neighboring schools to plan for partnership opportunities.
14. With the help of the established youth ministry team and student leaders, the Youth Ministry Outreach Director will plan, develop, and organize a team of volunteers for VBS. The Youth Ministry Outreach Director will also provide follow up after the completion of VBS.

Staff Responsibilities

- Maintain flexible office hours as agreed upon with the Pastor.
- Attend staff meetings regularly and be a good colleague to others on staff.
- Participate in MACRC's worship and occasionally lead an element of worship (Youth Sunday).
- Share in the overall MACRC congregational life and attend special events as requested. . . .
- Observe all personnel policies and staff guidelines.

Required Terms of Employment

- Criminal and Safe Sanctuary background check
- Valid Driver's License
- Mandatory Safe Church and CPR/AED Training
- 90 Days Probationary

This is a part-time salary position with no benefits – 20 hrs. weekly @ \$17/hr.

The Youth Ministry Outreach Director reports to and is supervised by the Senior Pastor. If you are interested, please send your resume with two references (one professional and one personal) to: Rev. E. Wayne Coleman at wayne465@yahoo.com. Please include your Last name only and “Youth Ministry Outreach Director Search” in the subject line of your email.