



## **JOB DESCRIPTION MINISTER OF YOUTH AND YOUNG ADULTS**

**Position:** Full-Time, Salaried, Exempt  
**Department:** Ministry

**Reports to:** Senior Pastor

The Minister of Youth and Young Adults is responsible for the development and implementation of the vision, strategy and tactical elements for all programs related to youth and young adults at The Luke Church in Humble. Our goals are to disciple youth and young adults in their relationship with God and empower them with the tools to grow and mature their faith and understanding of God. Specifically the Minister of Youth and Young Adults is responsible for middle school, high school and youth adult ministries, the scholarship team, and summer enrichment programming with emphasis on intergenerational activities and strong parent engagement.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:**

#### **GENERAL**

- Pray for Senior Pastor, ministerial and administrative staff and Church family.
- Support the financial obligations of the church through tithe and offerings.
- Be early and prepared for all scheduled meetings.
- Must establish and foster exemplary relationships with Staff/non-staff workers, church membership, school districts, college personnel, parents and community at large.
- Perform other duties as assigned by the Senior Pastor and/or Minister of Congregational Care.

#### **LIAISON TO SENIOR PASTOR**

- Youth
- Young Adults
- Parents
- Local School Districts
- Colleges
- Provide pertinent information concerning youth and young ministry operations and trends

#### **FACILITATING MINISTRY (grades 6-12)**

- Develop, implement and evaluate a weekly middle and high school Sunday Worship Experience. The candidate will also serve as the primary preaching/teaching voice for this weekly Experience, in alignment with the Senior Pastor's preaching/teaching emphasis.
- Facilitate weekly bible study and small group discipleship activities for middle and high school students. This should also include monthly fellowship/social events, an annual weekend youth retreat, and summer activities and special events for youth.

“BUILDING BRIDGES FOR FUTURE GENERATIONS”



- On an ongoing basis, recruit, train and organize strong volunteers to help with the implementation of a strategic and innovative youth discipleship strategy
- Research, coordinate, continually assess, and enhance our youth discipleship programs (curriculum development) and activities.
- Evaluate coordinators, leaders, and workers semi-annually to ensure effective leadership, professional and personal development.
- Ensure that all programs and ministries fulfill our mission to disciple youth and young adults for God's glory and their good.
- In coordination with the appropriate staff/volunteers, encourage the integration of youth into the life of the church through use and development of their gifts and by connecting them with worship, service, outreach and fellowship.
- Investigate and inform parents and youth about opportunities for youth to attend camps, conventions, and summer mission projects and provide parents with regular opportunities to share concerns, to offer suggestions, or to inform you about specific needs of their youth.
- Facilitate effective and innovative communication with appropriate stakeholders related to nursery and children's ministry. (Ex: newsletters, the church web page, personal contacts, bulletin announcements, a calendar of events, reports, etc.)
- Keep our Senior Pastor informed of any family/youth concerns.

#### **FACILITATING MINISTRY (ages 18-25)**

- Develop implement and evaluate an effective small group discipleship strategy/model.
- Encourage the integration of young adults into the life of the church through use and development of their gifts and by connecting them with worship, service, outreach and fellowship and counsel with church ministry leaders in planning, conducting and evaluating.
- Provide spiritual development opportunities and spaces
- Disciple and train a leadership team
- Provide counseling and spiritual direction on an individual basis.
- Participate as needed or requested in the evaluation and development of the overall ministry
- Keep Senior Pastor informed of any young adult concerns.

#### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR THIS POSITION**

- Requires a bachelor's degree with experience in the field.
- Be called to youth and/or young adult ministry.
- A wide degree of creativity and latitude is expected.
- Must have a passion for teaching at age appropriate levels using various learning styles, mentoring, and counseling youth and young adults
- Must be fun-loving, able to establish genuine relationships with children, parents, and volunteer workers, and not easily frustrated.
- Must have superb organizational skills, be a systematic thinker, and team player.
- Must possess the following skills: strategic planning, verbal and written communication, motivation, customer service, conflict resolution, multitasking, and project management.

“BUILDING BRIDGES FOR FUTURE GENERATIONS”

- Must demonstrate the ability to receive instruction, interpret it, develop a plan of action, and communicate to necessary parties.
- Should have a heart for knowing God personally, for following Christ as a servant, and for keeping in step with the Spirit.
- Should have a burden to see The Luke fulfill God's plan as it continues to expand and minister in the Humble and Houston area.
- As a leader and example to the congregation, the Minister should live a life of integrity in growing conformity to the standards of spiritual leadership set forth in Scripture (I Timothy 3:1-7).
- Should have the calling, gifts, vocational experience, and educational background necessary
  - 1) Lead and equip young adults and the people in a ministry to youth,
  - 2) develop and implement a strategy to accomplish the vision for the programs,
  - 3) be able to develop and prepare a volunteer ministry team,
  - 4) strong verbal and written skills,
  - 5) a solid theological background including familiarity with Scripture and themes of the Bible, an ability to explain and defend core doctrines of the Christian faith.
- Must be a self-motivated person who is able to be effective when working independently without supervision and produce results.
- Must possess a gentle and humble spirit and be willing to grow and be taught.
- Self-discipline regarding personal time usage, and spiritual, physical and emotional health.
- A Christian in full agreement with St. Luke Missionary Baptist Church's statement of faith; willingness and ability to serve Christ and His church; spiritually mature.
- Of utmost importance is a heart that is "wired for people" and thrives on nurturing and developing others.