



PRINCETON ALLIANCE CHURCH

Know God • Develop Community • Bring Hope

August 25, 2019

Youth Ministry Resident

The Youth Ministry Resident at Princeton Alliance Church (PAC) is a member of the Midweek Ministry Team's Youth Ministry. He/she is seriously considering vocational ministry within the context of the local church. This role is for a leader-in-training and for an individual who has already demonstrated a knack for leading others and himself/herself well. The Resident is passionate about developing youth ministry team members in the area of leadership and character development.

The primary role of the position is to assist the Youth Ministry Leader (YML) in providing general oversight over all weekly Sunday morning and Tuesday/Thursday night youth gatherings. The Youth Ministry Resident is a 30-hour/week position. He/she will report to the Youth Ministry Leader.

Requirements

- Pursuing or holds a minimum of a Bachelor's Degree in Youth ministry or related field
- At least 2 years experience working with youth in a local church context or related field
- Licensed worker with the C&MA or will obtain within 6 months of hiring
- Experience with administration and scheduling
- Demonstrated working knowledge of current cultural trends, firm biblical understanding, and social awareness
- Satisfactory background check upon application

Key Responsibilities

- Represent the heart, ethos, and thinking of the Midweek Ministries Team Leader and Youth Ministry Leader
- Manage weekly Sunday morning and Tuesday/Thursday worship gatherings including setup, breakdown, and service order
- Identify and develop other adult volunteer leaders for the Youth Ministry
- Responsible for developing and managing current and new Youth Ministry team members along with the Youth Ministry Leader
- Take the co-leader role for annual youth retreats, events, and major summer gatherings for both (HS) and (MS)
- Meet weekly with the Youth Ministry Leader to discuss necessary changes, happenings, and plans for the Youth ministry
- Be a Sunday teaching team member
- Be a small group leader for a student group on Tuesday and Thursday nights
- Have "I See in You" (ICNU) conversations with current and new youth ministry team members
- Responsible for all database-related tasks such as attendance, retreat planning, and follow ups
- Evaluate and provide feedback for the quality of Sunday, Tuesday, and Thursday youth gatherings
- Work alongside Midweek Ministries Coordinator to ensure administrative tasks are completed satisfactorily

- Contribute to the continuous improvement of our organization
- Other duties as assigned

Communication/ Coordination

- Communicate with the Youth Ministry Leader regarding victories and challenges
- Consistently contribute to the regular Team Meetings and discussions
- Practice timely, complete, and confidential communication

Team Development

- Be a team player with a positive attitude who seeks to improve the Team by offering constructive feedback or recommendation
- Attend Team meetings on a regular basis for evaluation, vision casting, strategy alignment, and team development
- Build genuine and effective relationships with staff, volunteers, and community

Personal Development

- Have a consistent pattern of Sabbath (intentional, worshipful time to recover away from work, and connect with Jesus)
- Meet with the Youth Ministry Leader weekly regarding personal development goals and ministry-related accountability
- Discharge all duties in keeping with a holistic, healthy, and balanced life

In addition to excellent communication and organizational skills, he or she possesses a/an:

- Vibrant personal relationship with Jesus
- Passion to champion the role of the local church
- Willingness to serve others in humility
- Commitment to professional and personal excellence
- Collaborative approach and a team mentality
- Ability to multitask and meet deadlines
- Creative spirit and a passion for innovation
- Track record for consistency and reliability
- Ability to “self-start” (i.e., recognize a need and initiate an appropriate response)
- Knack for resourceful problem solving

In conjunction with his or her daily responsibilities, the Youth Ministry Resident also participates in regular staff development activities such as staff prayer, staff meetings and staff retreats. Weekly Sunday attendance is expected.