

COORDINATOR OF YOUTH MINISTRIES

The OPCRC Coordinator of Youth Ministries is a part time salary position. He/she must have a heart for the Lord and a passion for building community in the local church. This individual will work closely with the Director of Discipleship and Outreach to meet the goal of “Grounded in Christ and Growing in Christ” at OPCRC. This individual will have a servant attitude and will attest to:

- A personal commitment to the Lordship of Jesus Christ
- A mature faith and steadfast character
- A reliance on the authority of Scripture and prayer

REPORTING RELATIONSHIP

The Coordinator of Youth Ministries will report primarily to the Director of Discipleship and Outreach, and secondarily to the Pastor of Congregational Care and Administration. In matters relating to program support, encouragement and feedback, this person shall be accountable to the Youth Ministry Team and the overseeing Elder. Oversight of the ministry will be provided by the Personnel Committee.

PURPOSE OF MINISTRY

- To assist OPCRC in its purpose of glorifying God, particularly by:
- Leading our Youth (Junior High and High School students) to make a personal commitment to the Lord Jesus Christ,
- Assisting our Youth in growing in their faith in the Lord Jesus Christ,
- Nurturing our Youth to a mature, joy and obedient faith,
- Providing a setting for fellowship and community among the Youth,
- Equipping the Youth to minister to the needs of one another.

KEY RESPONSIBILITIES

LEADERSHIP

- Work with the Director of D&O, other staff, and council in implementing the overall vision and goals of the church
- Work with Youth to develop leadership from among the participants in Youth programs
- Work with Youth lay leaders to develop and delegate leadership as appropriate
- Conduct annual evaluation with Director of Discipleship & Outreach, the Youth Ministry team and Youth elder to determine effectiveness of Youth Ministry programs

MINISTRY

The Coordinator of Youth Ministries will

- Be the primary Youth leader
- Do the primary work in recruiting and training lay leaders
- Chair meetings with Youth leaders for planning activities, meetings, retreats, etc.
- Develop a schedule for the year’s events for both God’s Posse and Youth Group

- Communicate regularly with Youth and their parents informing them of upcoming events and ministry updates
- Coordinate, plan, and lead annual retreats including the senior retreat, God's Posse and Youth Group retreats (in consultation with the Director of D&O)
- Coordinate, plan, and lead an annual mission trip for the high school Youth Group Work with the Worship Director to schedule and plan Youth Worship night services (in consultation with Director of D&O)
- Help select the yearly theme and design or find curriculum for the Topic Night lessons for the middle school and high school monthly topical meetings; lead the lessons or find leaders and speakers (in consultation with the Director of D&O)
- Provide counseling and resources for students facing difficulties or crisis situations (in consultation with the Director of D&O)
- Initiate, publicize, and implement fundraising opportunities several times throughout the year, including the annual Theme Dinner fundraiser
- Distribute, collect, update, and file consent forms for each student
- Plan monthly small group meetings for the High School Youth Group
- Plan, schedule, and implement monthly activities for God's Posse and Youth Group
- Keep Youth Center refrigerator and cupboards stocked with soft drinks, paper goods, etc.
- Organize a parent volunteer schedule for providing meals for monthly topical meetings and send out reminders to parents when it is their turn
- Purchase and provide snacks/meals as needed for activities and small group meetings

QUALIFICATIONS

To qualify for this position, the candidate for Youth Coordinator must have

- A Bachelor's degree or higher
- The ability to work within a team framework
- The ability to patiently and sensitively pursue contact with non-professing members
- Commitment to developing the leadership within the youth groups and among the Youth leaders
- An interest in developing innovative approaches to reaching out to include youth from the community in our youth activities

HOURS

- Approximately 28 hours/week

INTERFACE WITH DIRECTOR OF DISCIPLESHIP AND OUTREACH

The Director of D&O will provide support and oversee the junior and senior high ministries along with its staff and volunteers

The Director of D&O will oversee all OPCRC discipleship efforts among junior and senior high school students and college age members of the congregation.