

First Baptist Church Washington, North Carolina

Job Description – MINISTER OF YOUTH & EDUCATION

POSITION TITLE:

Minister of Youth and Education

POSITION DESCRIPTION:

This is a full-time professional ministry position responsible for establishing spiritual relationships with young people from grades 7 through 12 that will lead them to a personal relationship with Jesus Christ and a desire for spiritual maturity. The Minister of Youth & Education is expected to develop and lead opportunities to grow spiritually for all members of the congregation by overseeing the education ministries of First Baptist Church (FBC) including Sunday School and discipleship opportunities.

PRIMARY RESPONSIBILITIES:

Youth Ministry Leadership

- Develop and lead activities that provide a balance of Christian fellowship and ministry/mission opportunities for youth including but not limited to Bible study and spiritual education, local mission/service opportunities, mission trips, retreats, and other Christian based activities.
- Organize and oversee a Youth Council consisting of grade representatives and adult (parent) leadership that will assist in planning youth events, ministry opportunities, and other projects to grow the youth ministry.
- Coordinate and lead training for Youth Council members and other members of the congregation who desire to support the youth ministry. Training focus will be learning how to use Innovative and effective tools to reach and minister to youth in today's culture.
- Reach out and coordinate as appropriate joint activities with other area church youth groups to broaden the Christian fellowship opportunities for FBC youth.
- Network with schools and other community agencies where youth are a primary focus.
- Develop and facilitate a plan to routinely assess the current state of the FBC youth ministry, identify growth opportunities, and establish a plan to act on identified opportunities.
- Coordinate transitional programs with the Director of Children's Ministry to help support movement of new youth from the children's ministry and also youth maturation and movement out into college/adult life.

Education Ministry Leadership

- Recruit and coordinate with a Sunday School Director in developing a dynamic Sunday School program/curriculum for FBC.
- Direct the review and procuring of relevant Sunday School literature to enhance the understanding of the Holy Christian Bible for all members of FBC. This material selection should be coordinated with the Sunday School Director and the Ministerial Staff.
- Facilitate Sunday School activity scheduling and teacher training opportunities.
- Assist the Nominating Committee in securing teachers for all Sunday School classes.
- Coordinate and develop, under the guidance of the Pastor and the Deacon body, discipleship training opportunities to support the spiritual growth of the congregation.

Worship Involvement and Pastoral Duties

- Coordinate with the Ministerial Staff in planning details of worship services as needed.
- Substitute (as requested) in the absence of the Pastor for any worship or administrative duties.
- Be active in hospital/home visitations and other duties as needed to support and minister to all members of the congregation. Should be the primary contact for youth visitation and needs.
- Represent the church in the community, local Baptist Association, State Baptist Convention when appropriate and as requested by the Pastor.

Administrative Duties

- Prepare and administer an annual youth and education budget as approved by the Budget and Finance Committee and the FBC business conference.
- Meet regularly with ministerial staff to coordinate FBC ministry plans.
- Attend all FBC events when possible and as requested by the Pastor.
- Develop and maintain multiple communication outlets for youth related news and schedule opportunities for both the youth ministry members and their parents. Communication outlets should include but not be limited to a physical communication board in the youth ministry area, church publications such as the Informer, and social media platforms as appropriate.

MINIMUM QUALIFICATIONS:

Spiritual

- Demonstrated personal faith in Jesus Christ as Lord and Savior.
- Demonstrated spiritual leadership based upon the teachings of the Christian Bible and the beliefs of First Baptist Church which accompany this Job Description. See FBC website*
- Committed to ministry and spiritual growth of the youth of FBC.

Education

- Graduation (*Bachelor's degree required/Master's preferred*) from an accredited four-year college or university with a degree commensurate with developing and leading a youth ministry.
- Seminary training or degree preferred.

Experience

- Demonstrated ability to work well in a Ministerial team setting.
- Three to five years of youth ministry experience strongly preferred.
- Have a functional understanding of technology needed to lead a dynamic educational experience for youth and the 21st century church. Software including ProPresenter and Microsoft Office are especially preferred.
- Ability to communicate on current appropriate social media platforms.

This job description is not intended to be all inclusive. The Pastor may request or assign similar duties. The Pastor serves as the immediate supervisor for this position.