

Covenant Church of Schaumburg

Youth and Family Life Leader

Job Description

STATUS: Part-time, salaried

HOURS: 60 - 80 hours/month

Summary:

This position is a part-time ministry position that will focus on two areas of ministry and include general church leadership support of the pastor in his work. The two primary areas of ministry will be with the youth and the young families/adults of the church. The Youth and Family Life Leader will also participate in worship, provide pastoral care support, and perform other general leadership duties in support of, and at the direction of, the Senior Pastor.

Relationship and Supervision:

The Youth and Family Life Leader reports to the Senior Pastor for spiritual and ministry guidance. The Senior Pastor, in cooperation with the Executive Committee, provides an annual evaluation of this person's performance.

Youth Ministry Responsibilities:

Lead the Youth Ministry Program of the church by fulfilling the following responsibilities:

1. Work with the Education Services Coordinator to plan, organize, and implement a sustainable youth program utilizing open communication and organizational skills. The program will focus on educational and spiritual formational activities for children grades 6-12.
2. Work with the Education Services Coordinator to manage the budget in collaboration with the Stewardship Committee, including directing activities to raise funds for mission trips and activities.
3. Provide leadership for all areas of youth activities including teaching Sunday school (and confirmation class as requested), coordinating outings, mission trips, and youth gatherings (including CHIC and Deep Freeze).
4. Work with the Education Services Coordinator to recruit participants and volunteers for Deep Freeze, CHIC, and Summer Camp (as needed).
5. Integrate youth activities into the larger life of the church in such a way as to foster intergenerational relationships and to provide support to other church activities.
6. Develop relationships with the youth at both a one-to-one level and at a group level. Make yourself available to youth and be involved in their lives (e.g., attendance at extracurricular activities, visitation, and times of crisis).
7. Mentor youth in developing their leadership skills and be involved with them in the church such as consistent attendance in worship, volunteering for VBS, participation in fellowship events and youth gatherings (including CHIC and Deep Freeze).
8. Seek out those youth in the church who are not presently active in the youth program to encourage their participation in it.

Young Families/Adults Ministry Responsibilities:

Provide a comprehensive approach to the development and implementation of a young families/adults ministry in the following ways:

1. Focus on putting into place a ministry strategy for young families/adults.
2. Reach out, invite, form relationships, and engage young families/adults in the ministries of the church such as consistent attendance in worship, participation in fellowship events, etc.

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3. Mentor young families/adults in maintaining a healthy and growing personal spiritual life.
4. Provide leadership for areas of young families/adults activities including teaching bible study, coordinating outings, etc.

General Pastoral Leadership Responsibilities

Support the pastor of the church in the general leadership needs of the church in the following ways:

1. Share in worship leadership as gifts, interests, and needs allow, under the direction of the Senior Pastor.
2. Provide some pastoral care support including hospital and home visits, phone calls, counseling, and other means of member support in consultation with the senior pastor (as time allows).
3. Help to provide benevolent care to those who come to the church for assistance in conjunction with the pastor and other staff member efforts on this front.
4. Assume primary leadership responsibility at church when the pastor is away on vacation or as the result of other absences.
5. Meet with the pastor and other staff members at appointed times for coordination of church activities and staff planning.
6. Attend and participate in monthly church Board Meetings.
7. Communicate with the church staff, particularly the Senior Pastor, in such a way as to enable the staff to be informed and enthusiastically supportive of the priorities and programs of the youth and young families/adults ministries.

General Qualifications:

The Youth and Family Life Leader should have the following qualifications:

1. Hold (or in the process of attaining) a Master of Divinity degree, or its equivalent, from an accredited seminary.
2. In the process (if not already ordained) of obtaining ordination (or appropriate credentials) at the outset of employment with the church.
3. Must believe and embrace the theology and traditions of the Evangelical Covenant Church denomination.
4. Relate well to all age groups, but be especially gifted in working with youth and young families/adults.
5. Professional in appearance and demeanor, punctual, courteous, self-motivated, and trustworthy.
6. Possess good communication skills, including the ability to speak and write in an effective manner.

Spiritual Qualifications

1. Must be a confessing Christian who demonstrates an active and growing faith in Jesus Christ as Lord and Savior.
2. Must carry out a Christian deportment in all things, both inside the church and in the community.
3. Must become a member of Covenant Church of Schaumburg and make the health and well-being of the church his/her first priority.