



# CALVARY

## BAPTIST CHURCH

### Youth Pastor Job Description

#### Position Description

The overall purpose of the Youth Pastor at Calvary Baptist Church is to lead middle school and high school students to become lifetime followers of Jesus Christ. This will be done in support of and cooperation with the other ministries of the church and in agreement with the church's mission and core values.

#### General Ministry Qualifications

The character and effectiveness of Calvary Baptist Church is directly related to the quality of its leadership. That is why Scripture stresses the importance of qualified church leadership and delineates specific standards for evaluating those who would serve in that sacred position. Numerous passages in the New Testament indicate that the words "elder", "overseer", and "pastor" all refer to the same office. At Calvary Baptist Church, we use the term "pastor" to describe this office. At Calvary Baptist Church the office of pastor is limited to men. The qualifications for pastors are found in 1 Timothy 3:2-7 and Titus 1:6-9. According to these passages, a pastor must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent, gentle, not quarrelsome, not a lover of money, a good manager of his household, one who has his children under control with dignity, not a recent convert, one who is well thought of by those outside the church, not arrogant or quick-tempered, not greedy for gain, a lover of good, upright, holy and disciplined. He must hold firm to the trustworthy word as taught, so that he may be able to give instruction in sound doctrine and also to rebuke those who contradict it.

The single, overarching qualification of which the rest are supportive is that he is to be "above reproach." That is, he must be a leader who cannot be accused of anything sinful because he has a sustained reputation for blamelessness. A pastor is to be above reproach in his marital life, his social life, his business life, and his spiritual life. In this way, he is to be a model of godliness so he can legitimately call the congregation to follow his example (Phil. 3:17). In addition to these ministry qualifications, all of our pastors must abide by the church membership eligibility guidelines and responsibilities as outlined by Article III of the Calvary Baptist Church Constitution, Policy Number 2.d on Church Membership, and sign the Calvary Baptist Church Leadership Questionnaire.

#### Specific Ministry Qualifications

1. Calvary Baptist Church's Youth Pastor must first and foremost manifest a call to pastoral ministry and have a strong passion for youth ministry.
2. He must have a growing relationship with Jesus Christ that is based on a commitment to daily time in prayer and the study of God's Word.
3. He must have or must pursue a Bible college degree (an emphasis in Youth Ministries is preferred but not required.)
4. He must be able to demonstrate leadership in prior youth ministries or organizations.
5. He must demonstrate good rapport with middle school and high school students.
6. He must work well with the church staff, leadership, and parents of the middle school and high school students.
7. He must be capable of recruiting, training, and supporting any coordinators, leaders and volunteers in the youth department.
8. He must display personal openness, integrity, humility and honesty in his interpersonal relationships.
9. He must be able to teach tenets of the Christian faith, fundamental Christian values and how to apply these to life situations.
10. He must be flexible, friendly and approachable.
11. He must deal with conflict directly, openly, honestly and graciously.
12. He must be able to maintain and be accountable to a budget.
13. He must be able to communicate and establish effective working relationships with many different people.
14. He must be able to effectively use social media with discretion and in a way that promotes Christian unity and spiritual growth.

### General Ministry Duties

The primary responsibility of our pastors is to lead the members of this church to become lifetime followers of Jesus Christ. That involves a number of general ministry duties, including but not limited to: Biblical instruction (including public and personal preaching, teaching, exhortation, encouragement, counseling, reproof and rebuke), prayer, providing shepherding care for all the flock, outreach and administrative leadership that organizes and equips the saints to do the work as co-laborers with him.

### Specific Ministry Duties

The primary responsibility of the Youth Pastor will be to provide direct pastoral leadership for the middle school and high school students and any associated workers. This will be done in support of and cooperation with the other ministries of the church and in agreement with the church's mission and core values.

### Exclusive Areas of Ministry Responsibility

1. Biblical Instruction – Oversee the teaching and training programs for the youth department of Calvary Baptist Church
  - a. Implement and coordinate the short range and long range goals of the youth program.
  - b. Provide quality, relevant teaching for the students within this ministry.
  - c. Find qualified teachers for the middle school and high school Sunday school classes.
  - d. Find qualified workers for the middle school and high school program(s).
  - e. Provide yearly training programs for all youth workers.
2. Prayer – Regularly pray for and with the students, families and leaders within the youth ministry
3. Shepherding Care – Oversee the edification and accountability of the youth department at Calvary Baptist Church
  - a. Visit with the families of prospective middle school and high school members and explain the ministry of our youth department.
  - b. Work with the Discipleship Pastor in order to establish and organize discipleship relationships with Middle School and High School students as well as their parents.
  - c. Be readily available to counsel middle school and high school students and/or their parents regarding youth and parenting issues.
  - d. Follow up with middle school and high school students and their parents who are inconsistent in attendance.
  - e. Help prepare high school seniors for transition to the adult ministry.
4. Outreach – Work with the Pastoral staff to plan and oversee the outreach opportunities to and for the youth at Calvary Baptist Church
  - a. Dedicate intentional time for sharing the message of the gospel with students who need to hear about salvation through Jesus Christ.
  - b. Seek to attract unsaved youth to attend our regular youth ministry programs so they will be exposed to the gospel, Biblical instruction, wholesome activities and Christian community.
  - c. Intentionally emphasize the concepts and message of the gospel throughout the regular programs of the youth ministry and encourage students to invite the unsaved to participate in the youth ministry.
  - d. Teach, train and encourage students to share the love of God and the hope of the gospel with the world around them.
5. Administrative Leadership – Oversee all programs, activities and fellowship opportunities for the youth department.
  - a. Administrate and participate in the weekly programs for the middle school and high school students.
    - i. Identify and organize needed support staff.
    - ii. Schedule facilities and qualified drivers.
  - b. Plan and participate in regular activities for the middle school and high school students.
    - i. It should be the goal to have at least one activity per month.

- ii. Identify and organize needed support staff.
  - iii. Schedule facilities and qualified drivers.
- c. Cooperate with the other ministry leaders of the church to provide ministry opportunities where the middle school and high school students can discover and use their abilities, talents and spiritual gifts for service and outreach.
- d. Oversee the camping ministry of the youth department.
  - i. Organize yearly Bible camp trips for the middle school and high school students.
  - ii. Schedule youth sponsors and drivers as needed for traveling to and from the camps.
  - iii. Schedule and facilitate informational meetings about the trips with the students and their parents, providing printed materials and presentations as needed.
- e. Plan, develop and work within the church-approved budget.
  - i. Develop and submit a detailed ministry budget to the Budget Committee.
  - ii. Manage the youth ministry within the approved budget.

#### Shared Areas of Ministry Responsibility

1. Attends regular staff and board meetings as scheduled.
2. Attends all regular and special business meetings called for the church.
3. Assists the Senior Pastor with any other duties or responsibilities as assigned.

#### Working Relationships to Staff

Calvary Baptist Church's Youth Pastor is a member of the Pastoral Staff. He ministers under the direction of the Senior Pastor, while accountable to the Board of Deacons and Board of Trustees. He is subject to annual performance evaluations used to assess the adequacy of his compensation and any other employment matters.

#### Compensation

Salary: TBD

Benefits (for full-time employees only):

- Church paid medical insurance and allowance for non-covered medical expenses
- Allowance for retirement savings accounts
- Paid vacation leave, sick leave, and holidays
- Mileage reimbursement for official church business while on duty
- Paid annual continuing education opportunities

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