

Covenant/Transcona Christian Reformed Church - Position Description – 2020

Youth Ministry Coordinator

This is a collaborative opportunity for two half-time Youth Ministry Coordinators to serve the combined youth programs of Covenant and Transcona CRC. Each congregation seeks to hire a part-time youth coordinator. Together the two individuals hired would serve the youth and programs of TCRC and CCRC. It is anticipated that one position will be primarily focused on the Junior Youth/young children's ministry programs while the other will be focused primarily on the Senior Youth/College & Careers program. A major facet of these positions will be the integration of the youth programs within the broader context of congregational life.

Purpose

The primary goal of the Youth Ministry Coordinator is to design, coordinate, and oversee a comprehensive youth ministry that reflects the mission statements of Covenant CRC and Transcona CRC. The youth coordinators will also engage in integration and organization of the broader ministries of each congregation.

In addition to regular bi-weekly youth events, the Youth Ministry coordinators will be intentional in the development of relationships between the youth and the broader congregation with the goals of leadership development, as well as instilling a sense of belonging and ownership in the church community. A successful program will exhibit cohesion between the various youth ministries, ownership of the program by attendees, meaningful transitions between programs and the fostering of connections between the youth and the broader congregation.

Position

Each position is expected to comprise a 20-hour work week. This time will be focused on planning and attending regular bi-weekly events for the youth and also allocated towards coordinating the other various ministries of each congregation with an emphasis on the seamless integration of ministries and fostering of inter-generational relationships.

Supervision

The Youth Co-Directors are accountable to the councils of CCRC and TCRC via the Youth Ministry Team, with day-to-day supervision by the Senior Pastors of CCRC and TCRC, and regular check-ins with the Youth Ministry Team.

Responsibilities

- 1. Plan and attend regular bi-weekly events for the youth.**

- a. Teach the Word to give a biblical understanding and life application of the gospel
- b. Challenge students to live and practice their faith at home, school, work and church
- c. Develop a faith foundation that prepares the students for the transition to their post-secondary education or career paths.
- d. Combined events with the broader church demographic to build community.

2. Relational Ministry

- a. Recruit volunteers from the congregation to assist with the youth program
- b. Networking and coordination with the leaders of Cadets/GEMS, Discovery Kids, and catechism.
 - i. Act as a liaison between these ministries and the council/pastor
 - ii. Assist in program administration (registration and records)
 - iii. Assist in volunteer recruitment.
- c. Coordinate regular personal contact with students, ensuring each is connected to a mentor within the congregation.
- d. Be available for prayer and spiritual encouragement for youth, in conjunction with and support of elders and the senior pastors
- e. Seek ways and opportunities for the teens to grow and serve inside and outside the church, locally and away (eg. SERVE), both churched and unchurched, thereby reflecting the mission of CCRC and TCRC.
- f. Encourage and connect with the larger congregation in ministry opportunities and faith-forming practices (eg. worship, outreach, etc.)
- g. Work with various summer church events such as camp, VBS, etc. as needed

3. Identify, Attract, Lead and Develop Leaders and Teams

- a. Build relationships with others who share a passion to connect with students
- b. Develop and equip volunteers to mentor, lead programs and join Youth Ministry Team
- c. Supervise the work of youth leaders and mentors.
- d. Assist in preparation of annual youth budget and be responsible for expenses

4. Communication

- a. Weekly bulletin announcements and emails to parents
- b. Regular website updates, communication via social media (Facebook, Instagram)
- c. Monthly reports to Council and elders, attend meetings as invited
- d. Report to the larger congregations at congregational meetings
- e. Attend worship regularly at TCRC or CCRC

5. Position Requirements

- a. Education - the following qualifications are not required, but are considered strong assets:

- i. Post-secondary education in theology or Biblical studies
 - ii. Post-secondary education and/or proven experience in Youth Ministry
 - b. Background checks
 - i. Police Background Check and Vulnerable Sector check.
 - ii. Safe Church training
 - c. Christian character
 - i. Must be a disciple of Jesus, with a strong personal faith made evident by things such as personal devotions, corporate worship, participation in church family life, positive Christian relationships, and solid Biblical background, all of which are rooted and in agreement with the reformed worldview professed by the CRCNA.
 - ii. Must be or become a professing member of CCRC or TCRC
 - d. Communication skills
 - i. Evidence of an ability to communicate and motivate youth
 - ii. Strong organizational and communication skills, both verbal and written
 - iii. Ability to use technology to build relationships and promote ministry
 - e. Leadership qualities
 - i. Evidence of leadership experience
 - ii. Models servant leadership.
 - iii. Ability to encourage and motivate others in a positive manner
 - iv. Valid driver's license and personal vehicle
- 6. Other Details**
 - a. The position is a salaried part-time position based on 20 hours per week
 - b. Regular programming does not continue through the summer months, this time will be allocated to assistance with Camp, VBS and SERVE as needed as well as preparation for the coming program year.
 - c. Starting pay is \$20.00 per hour
 - d. Vacation is paid, starting with 3 weeks
 - e. Leadership development funds are available on request

Position Start Date – August 15, 2020

Application - please email the following to the Covenant CRC office (office@covenantcrc.ca) or the Transcona CRC youth elder: Ted Jeninga (jeningat@calvinchristian.mb.ca)

- Letter of introduction, including your philosophy of how and why we should do youth ministry
- Resume (ministry experiences, educational background, etc)