



ROLE DESCRIPTION – YOUTH MINISTRY DIRECTOR

REPORTS TO: Senior Pastor / Location Pastor

PURPOSE: To lead a flourishing Youth Ministry

DIRECT STAFFING SUPERVISION:

- NA

PRINCIPLE RESPONSIBILITIES:

- 1) Ensure the soul-to-soul care of all coaches and leaders in your ministry area
- 2) Identify and Develop leaders in your ministry area through the leadership pipeline
- 3) Oversee a dynamic, fun and safe youth program by leading a passionate and unified group of volunteers
- 4) Focus on reaching new young people who are not currently in our Youth Ministry or Church
- 5) Ensure integration of new people into Youth Ministry and pastoral support for youth
- 6) Oversee the quality of connect groups in your ministry area through leading passionate and unified group leaders and assistants

SPECIFIC RESPONSIBILITIES:

1) Ensure the soul-to-soul care of all coaches and leaders in your ministry area

- Personally ESPN your Coaches and support them growing spiritually and in their leadership
- Ensure that your Coaches are loving and supporting their Leaders through ESPN
- Ensure there are quality huddles for the Coaches and Leaders in your ministry, making sure they are a great soul to soul, equipping experience

2) Identify and Develop leaders in your ministry area through the leadership pipeline

- Identify new leaders and facilitate the apprenticing of new leaders at every level in your ministry area (including shadowing plans)
- Ensure and facilitate the equipping of existing leaders through quality huddles at every level in your ministry area
- Create a culture of continuous coaching conversations for the coaches and leaders in your ministry area

3) Oversee a dynamic, fun and safe youth program by leading a passionate and unified group of volunteers

- Oversee a dynamic, fun and safe youth program for our Friday Nights and Junior High Sunday Service
- Working closely with our Events Manager oversee a dynamic, fun and safe youth program for our Events including our two Conferences, Christmas and Easter
- Plan annual budget in consultation with our Business Manager be responsible for and manage these budgets throughout the year

- Plan event budget in consultation with our Events Manager be responsible for and manage these budgets throughout the year
- Ensure our Youth Program and events are Safe Church compliant including ratios, blue cards, working with children and youth, ongoing training, incident reports and liaising with families
- Partner with your coaches on recruiting for our Youth Team
- Lead Core Team Meetings regularly and use the training card as a guide
- Ensure team member huddles are run for all the members of this ministry according to the pre-determined rhythms (these can change from year to year)

4) Focus on reaching new young people who are not currently in our Youth Ministry or Church

- Develop a culture of Prayer and Outreach in our Youth Ministry and Youth Team
- Run excellent Youth Events that inspires young people to bring friends and attracts new people
- Develop programs and initiatives in local schools to build relationships with young people
- Build bridges into community that impact young people and lead them to Youth
- Preach into soul-winning and celebrate young people who are bringing friends

5) Ensure integration of new people into Youth Ministry and pastoral support for youth

- Work closely with our New People Ministry to integrate new families into youth
- Work closely with our Pastoral Support team to engage the team to provide pastoral support as needed to youth and their families
- Ensure accurate reporting of sign-in to identify and connect with new families in our Church
- Help identify youth and families who have not been attending Church
- Ensure all new Christians and new people in our youth ministry are followed up well and integrated into the life of Youth Ministry

6) Oversee the quality of connect groups in your ministry area

- Ensure that each group in your ministry areas is being visited and coaches every quarter
- Ensure that group leaders are developing a strong sense of care and community in their group
- Ensure people are growing spiritual in their group
- Provide great groups in your ministry area that you are confident inviting new people to

COMPETENCIES:

- 1) **Vision Casting:** Cast a vision that motivates and mobilises the teams in your Ministry Area.
- 2) **Collaborative Leadership:** Engage key leaders and influencers to strategize together in leading your Ministry Area.
- 3) **Amplify C3 Powerhouse Culture:** Model and communicate the culture and core values that shape C3 Powerhouse to your Ministry Area and the wider church.
- 4) **Identify and Develop Leaders via Leadership Pipeline:** Continually identify potential leaders and invest in them through apprenticing, ongoing feedback and Huddles.
- 5) **Coaching Conversations:** Provide feedback and evaluation that increases ministry effectiveness and leadership confidence.
- 6) **Strategic Problem Solving:** Accurately assess a situation, think strategically (including others) and arrive at a positive resolution to difficult or complicated challenges.