

HERMOSA CHURCH OF CHRIST

Artesia, New Mexico

JOB DESCRIPTION

JOB TITLE: YOUTH MINISTER

The Hermosa Youth Minister shall develop, direct, and be involved in a broad program of activities which will lead our young people to higher levels of spiritual and social awareness, thus enabling them to withstand the continual assault from excessive peer pressure and worldly temptations.

With the guidance, approval, and supervision of the Hermosa elders, the Youth Minister is expected to:

- Present an appropriate image and example to the youth and to the congregation of Hermosa.
- Establish specific office hours for accessibility. It is understood that a large portion of the Youth Minister's work will take place outside of the office. This will be coordinated with Office Manager or elder of the month.
- Keep his office organized and submit timely expense reports with proper documentary support.
- Work alongside of the pulpit minister (who will also function as mentor).
- Work in coordination with the Hermosa Youth Committee.
- Actively seek opportunities to take interest in and observe individual youth activities (e.g. sports, music, FFA, etc.) outside of church.
- Act as Director or Co-Director for Hermosa's VBS. Director and Co-director will coordinate with the Education Committee each year. The planning and organization for VBS will be made in sufficient detail and with sufficient lead time to ensure a successful program.
- Be 'community-minded' by reaching outside the congregation to the youth of the community; be visible at schools and activities.
- Be 'individual-minded' by including all youth of the Hermosa congregation (no kid excluded).
- Develop intentional relationships with the youth.
- Take time for his own personal life and personal growth with other adults away from the Youth Group.
- Participate in other areas of ministry (bulletin articles, radio spots/announcements, home and hospital visits, preaching, teaching, etc.) with the understanding that first priority is to the youth of the Hermosa congregation.
- Seek out and utilize members of the Hermosa congregation who are willing and able to spiritually and emotionally influence teens in a positive manner.
- Keep the elders informed of youth ministry activities by written or oral report. Prior to implementing any major decision involving the Hermosa congregation, seek the counsel of the elders.
- By the 15th of November each year, present to the elders (or Budget Committee) a budget for the year.
- Perform other duties which may be assigned by the elders, or may be developed (with approval of the elders) by the Youth Minister.

Implementation: It is anticipated that establishing himself as the Youth Minister and creating connections and relationships with the youth and within the congregation will take time. Therefore, implementation of these duties will be broken into two phases during the first year.

Phase One

The Youth Minister will focus on Phase One objectives while evaluating the Youth Ministry at Hermosa during his first five months.

- With input from involved parents, leaders, Youth Committee, and youth (grades 6-12), plan youth program activities (devotionals, trips, service projects, Bible studies, retreats, etc.). Any major youth activity will include a written schedule/agenda, and be prepared well in advance of the trip or activity.
- Work with the Youth Committee to create and outline an education program covering youth Bible classes (grades 6-12) on a quarterly basis according to the needs of the group. This will include the choice of subject matter, structure, and arranging for teachers. This will be a coordinated effort between Youth Minister and Youth Committee.
- Plan regular (at least quarterly) parent and youth involvement meetings in order to receive assistance, promote involvement, and ensure that everyone is well informed about the details of upcoming events.
- Phase One will be evaluated by January 30, 2022.
- At the time of the Phase One evaluation meeting, the Youth Minister will be expected to present additional objectives for Phase Two.

Phase Two

- The Youth Minister will be expected to continue Phase One objectives while taking on Phase Two objectives.
- Plan annual youth teacher meetings in order to provide resources and instruct youth teachers in the most innovative and effective teaching methods.
- In conjunction with the Education Committee, develop and implement a plan for the summer VBS.
- Plan and implement a Timothy Class to teach young men how to serve communion, lead songs, give devotional talks, and serve in other ministries within the church.
- Phase Two will be evaluated during the annual performance review.

Miscellaneous:

- On an annual basis, the elders will evaluate the Youth Minister's performance of duties with input from the Youth Committee, involved parents, and Pulpit Minister.
- The elders and the Youth Minister will work together to establish goals for the coming year.
- The church will pay the Youth Minister's cell phone bill which will be utilized in the carrying out of his duties and responsibilities.
- Expenses incurred for the benefit of youth ministry activities will be paid for by the church. For expenses charged to Hermosa Church of Christ credit card, the Youth Minister will provide - on a timely basis - to the church bookkeeper receipts for such charges. For expenses incurred personally, the Youth Minister will timely submit properly supported expense reports for reimbursement.
- Any speaking opportunities and/or other activities away from Artesia will be considered by the elders on an individual basis.