



Lake Shore Baptist Church
Position description
MINISTER TO YOUTH

Status: Exempt, part-time, 20 hours/week (Salaried)

Starting Salary: \$21,000

Reports to: Senior Pastor

Principal Function:

To minister to the youth of Lake Shore Baptist Church in ways that encourages their development into spiritually healthy adolescents. To act as a resource for parents and families, keeping in mind that the home should be the primary place for faith formation. To create a space for the youth that is safe, in which individuals can explore the biblical narrative and how it can inform their own faith stories.

Goals:

In order to minister holistically to the youth, the Minister to Youth will do the following:

- Engage in practices meant to maintain a healthy life of Christian faith (prayer, fasting, Sabbath, self care, and spiritual formation).
- Equip family members as primary faith formers
- Foster an environment that incorporates the youth into the greater life of the church
- Pursue continuing education in areas relevant to the work of this position
- Effectively teach the biblical narrative
- Ensure that the youth receive individual attention
- Maintain weekly and annual rhythm of activities for youth spiritual formation.

Position Responsibilities:

1. Equip family members of youth
 - a. Make resources available to parents and family members meant to encourage their role as primary instructors and examples in the child's faith
2. Congregation as a whole
 - a. Treat Lake Shore Baptist Church as one multigenerational community by communicating with staff about church-wide activities and encouraging youth involvement

Approved by the Personnel Committee 10/20/2014 and updated 4/14/2018

Approved by the Deacons 11/2/2014

- b. In the same way, communicate with the congregation about youth events and encourage adult involvement
 - c. Provide opportunities for youth to participate in worship services
3. Continuing Education
- a. Maintain communication with other local ministries working with youth in order to foster a healthy perspective of the diverse practical ways of approaching youth ministry
 - b. Attend conferences and lectures relevant to the vocation of Minister to Youth
 - c. Continue to read books and articles about human growth and development with emphasis on adolescence and the newest developments in youth ministry.
4. Effectively teach and minister to youth
- a. Facilitate Sunday morning Bible study by selecting the curriculum and scheduling teachers
 - b. Facilitate Sunday and Wednesday evening activities
 - c. Create safe spaces for group discussion of the biblical narrative, explorations into Christian spirituality and sharing life together
 - d. Maintain a pastoral presence in the life of each youth group member
 - e. Equip adult volunteers for involvement in youth activities
 - f. Plan trips and events away from the church building for the purposes of retreat and exposure to the diversity of Christian expression
 - g. Plan activities and retreats with other local youth groups

Administration:

- 1. With church staff
 - a. Attend weekly staff meetings
 - b. Assist in worship service planning as needed
 - c. Work with staff to facilitate intergenerational activities and trips
- 2. With congregation and parents
 - a. Provide information on ongoing activities, upcoming events and spiritual formation experiments in the weekly newsletter
 - b. Provide and adhere to a budget for the youth ministry in cooperation with the finance committee
 - c. Appoint and work closely with a parent support and education group
 - d. Help parents and volunteers to aid in youth spiritual formation
- 3. Maintain consistent scheduled on-site office hours, coordinated with the Senior Pastor, for a minimum of 5 hours per week.

Special agreements about PTO:

Eligible for Continuing Education

PTO: Part time*

Not all PTO hours can be taken on Sundays. In coordination with the Senior Pastor, a reasonable ratio of Sunday hours to regular week hours must be taken.

	Hours of PTO Earned Per Pay Period	Days of PTO per year
Length of employment		
0 year up to less than 3	2.50	7.50 full days or 60 hrs
3 years up to less than 8	3.32	10 full days or 80 hrs
8+	4.16	12.50 or 100 hours

*A full day is defined as 8 hours. However, all employees can take partial days calculated by the hours available.

Other Duties:

In accordance with the team philosophy of Lake Shore Baptist Church, may routinely be required to carry out and assist with other tasks in addition to the duties listed above.

Supervisory Responsibilities:

Volunteers who assist in the Youth program

This position description is not intended to be all inclusive. Lake Shore Baptist Church reserves the right to revise or change job duties as the need arises. This position description does not constitute a written or implied contract of employment.

I have read and understand this position description.

Signature: _____

Date: _____