



YOUTH MINISTRY COORDINATOR

Listowel Evangelical Missionary Church

JOB EXPECTATIONS 2022

Overview: This Staff Member is expected to help Jr Youth and youth leaders live vibrant lives as followers of Jesus, through effective leadership and discipling relationships. Their example of Christian living in the church and community is essential.

Role Requirements:

- A growing, passionate relationship with Jesus, and dependence on the Holy Spirit;
- A worthy example of disciple-making, missional life, and leadership;
- Alignment with EMCC Faith and Practice, the mission and vision of LEMC, and agreement with LEMC Bylaws;
- Expected to become a member of LEMC at the next available class, and has been baptized as a believer;
- Skills in relational disciple-making with youth, team leadership, and leading groups;
- Reports to Pastor Carter

Proposed weekly responsibilities:

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| 1.5 hours | weekly coaching and/or staff meeting (Wednesdays at 10am) |
| 2.5 hours | developing youth leaders – broad encouragement, discipling a few, recruitment |
| 2 hours | support for youth/parents (email/one-on-ones) |
| 5 hours | prep for youth night/events |
| 2 hours | youth night |

The Youth Ministry Coordinator is expected to but not limited to:

- Work for an average of 13 hours per week;
- Clarify weekly job rhythm with other staff, to be available as needed;
- Set smart, measurable goals for yourself and your volunteers;
- Collaborate with Carter on youth ministry vision, for Jr and Sr Youth: discipling strategy (for leaders and youth), lesson planning, and format (Up, In, Out rhythms);
- Lead Jr Youth events: plan, volunteer team, and teaching;
- Empower Jr Youth volunteers, and intentionally invest in one or two, to develop their faith and leadership skills;

- Assist the Sr Youth team in planning and event preparation, and be available to support Sr Youth volunteers and student leaders;
- Support and develop Jr and Sr Youth volunteer teams, through prayer, communication, meetings, any additional care, and recruitment;
- Inform youth and parents about events, and seek to understand how they are doing;
- Occasionally meet with youth for care and encouragement;
- Participate in weekly LEMC staff meetings, and scheduled check-ins and coaching with Pastor Carter;
- Participate in Core/Council/Staff meetings when scheduled;
- Effectively manage expenses within the Youth Ministry Budget;
- Ensure all volunteers for Youth Ministry have been RISK screened and trained;
- Ensure all RISK policies are implemented and carefully being followed.
- Regularly attend LEMC Sunday services;

While not included in the remuneration or time commitment listed in this contract, the Youth Ministry Coordinator may be asked to preach on occasion and will be remunerated additionally.