

## **Youth Director Position**

### **JOB SUMMARY:**

Christian Layman Church, a non-denominational mostly Asian American church in the San Francisco (east) Bay Area, California is seeking an Youth Director to oversee and grow the Junior and Senior High Youth group. Demonstrating a godly, passionate, and committed walk with Jesus. Serving our congregation to providing leadership and vision to the Youth Ministry program developing and equipping youth to become fully devoted followers of Christ, by providing an environment that embraces worship, evangelism, and spiritual maturity.

### **ESSENTIAL RESPONSIBILITIES:**

1. Oversee and Direct the four structures of our youth ministry: Youth Sunday Service, Mentoring, BASIC/Compassion Events, and Special Events
  - a. Call or meet with CORE team members periodically for support, development, encouragement, and prayer
  - b. Meet with CORE team of youth workers once per quarter for training, support, and vision casting.
  - c. Provide teaching, coordinate all aspects of the BASIC program: large-group teachers, small group discussion leaders, MC, worship leader, Student Devotion.
2. Co-lead Youth Leadership Team (YLT) mtgs.
  - a. Co-lead monthly YLT meetings
  - b. Plan one YLT annual retreat
  - c. Informally mentor several of the youth, calling at least one of them every week
3. Cast vision, train, support and recruit volunteer youth workers for ministry
4. Communication and Publicity,
  - a. Conduct annual meetings with parents to give updates on the ministry
  - b. Responsible for all communications of youth's programs, events, and responsibilities to parents, youth, staff and volunteers
5. Staff Participation
  - a. Attend weekly staff meetings
6. Implement and enforce Safe Sanctuary policy and procedures
7. Oversee budget and expenditures for the youth ministry
8. Offer full partnership, involvement, and engagement with the larger church at CLC, owning and promoting her vision.

### **ESSENTIAL QUALIFICATIONS AND COMMITMENTS:**

- Has received Jesus Christ as personal Lord and Savior demonstrating Spiritual maturity and personal spiritual growth
- Passion for middle school and high school students
- Spiritual gifts of leadership, teaching, and community building
- Energetic, outgoing and engaging leader
- Bachelor's degree preferred
- Self-starter with excellent people skills
- Teachable spirit; able to work within a staff team, and willing to go the extra mile
- Lifestyle consistent with the church's mission and vision statements

### **Salary:**

- Recommended starting salary of \$36,000 - \$43,000 DOE.
- At will hire.
- Benefits include: Health plan; Retirement plan; vacation.

### **Hours Per Week:**

- 30 hours minimum (full time)
- As the ministry grows and expands, 40+ hours will be necessary.

### **Application Procedure:**

We will accept resumes until the position is filled. Interested and qualified individuals should send their resumes via mail, fax, or email to:

#### **Youth Director Search Committee**

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