



# *St. James Baptist Church*

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Rev. Kevin L. Sykes, B.A., M.Div., Senior Pastor

## **Youth Minister Position Description**

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Energetic Experienced Youth Minister Needed.

St. James Baptist Church of Varina, located in Eastern Henrico, is currently seeking a Youth Minister to join our team. St James Baptist Church is a spirit filled church and we're seeking an experienced forward-thinking Youth Minister that can keep up with our growing ministry. The youth program ministers to youth ages 5-18.

Principal Function:

- Lead, plan, evaluate, and administer a comprehensive youth ministry relevant to today's youth, taking into consideration the spiritual, physical, recreational, social and psychological development of youth.
- Direct the programs of the youth ministry to include, but not limited to, age appropriate Worship Services for youth, Sunday School classes, Mission opportunities, Discipleship Training, and Social Justice activities consistent with the vision of the Senior Pastor.
- Develop and maintain a scheduled program of spiritual guidance and education for youth programs in accordance with the Baptist Faith and Sound Doctrine.

Position Responsibilities:

1. Relate the youth to the overall life of the church and the church to the needs of its youth. Lead youth to recognize the call of God in their life relating to vocation. Enlist the youth in worship, Bible Study, prayer, and other Christian activities.
2. Conduct weekly services and/or ministry activities.
3. Develop, promote, and actively participate in youth programs that provide spiritual growth, fellowship activities and community engagement such as mission opportunities, camps, retreats, and community service projects.
4. Maintain one-to-one contact with individual youth with an emphasis on reaching not just the youth, but the entire family.
5. Counsel/coach and/or provide appropriate programming for students and/or their parents on issues relating to salvation, their overall spiritual life, peer pressure, college choice, vocation selection, dating, life-mate, social and family relationships, and be available to listen and love our youth.
6. Participate in associational, state, international and convention-sponsored youth programs/events or mission activities.
7. Encourage students to participate in other church programs offered and sponsored by the church.

8. Provide recreational and fellowship activities for youth.
9. Enlist and train servant volunteers. Manage, motivate, instruct, and coordinate the activities of the youth ministry teams. Ensure all team members are trained to lead youth to salvation and to nurture them in their Christian development. Ensure adequate adult sponsors are present for all youth programs and activities.
10. Train youth in outreach, discipleship and evangelism.
11. Visit youth and youth leaders during difficult times, illnesses and hospital stays.
12. Develop and expand youth ministry offerings to meet the growing needs of the youth.

#### Other Responsibilities:

1. Serve when asked and needed on Church leadership committees to ensure that youth and youth perspectives are considered and are a part of all church strategic planning.
2. Attend church-wide activities/functions and extracurricular activities to develop rapport with the community and all students, not just the youth of St James Baptist Church. Be an active and visible member of the community.
3. Evaluate and review the youth ministry area and all youth programs annually with the Senior Pastor. Ensure programs are effective and reaching youth and their families for Christ.
4. Preach as needed or requested, particularly for Youth Sundays and youth events.
5. Conduct and oversee the Youth New Members' Orientation monthly.

#### Administrative Duties:

1. Conduct meetings with Youth Leadership Team/Advisors and youth to collaborate in short-term and long-range planning for and evaluation of the various youth ministry areas.
2. Develop a recordkeeping system for all youth ministry related information.
3. Work closely with the Youth Leadership Team/Advisors to carry out the youth program and prepare an annual budget for ministry needs. Administer the approved budget according to church policy.
4. Manage expenditures, submission of receipts for expenses, cash allowances and surplus cash at the end of trips, events and activities to assure budget compliance.
5. Oversee youth fundraising efforts, communicating and coordinating information with the Senior Pastor.

#### Qualifications:

1. Have a personal relationship with God through Jesus Christ, and have taken the step of believer's baptism.
2. A Bachelor's and/or Master's degree in divinity, theology, youth ministry, youth guidance, or other faith related education.
3. Must have at least three years' experience in a successful and growing youth ministry position.
4. A passion and heart for the youth and youth ministry.
5. Relational, personable, fun and energizing.
6. Proficiency in technology tools and social media to connect to young people.

Requirements:

1. Successfully pass personal background check
2. Ability to work flexible schedule to include days, evenings, weekends and holidays.

Compensation: Salary will be determined by level of education and ministry experience.

Benefits: Paid Sick and Vacation Leave

Denomination: Baptist

Church Size: 475+ members

Qualified candidates should submit their resumes as soon as possible to [webmaster@sjb-cofvarna.org](mailto:webmaster@sjb-cofvarna.org).

Only those candidates meeting the requirements in the position description and having the experience required will be contacted for an interview.