

**SUMMARY OF DUTIES OF THE YOUTH PASTOR  
DRAFTED OCTOBER 8, 2023**

**Title:** Youth Pastor

**Accountable To:** Senior Pastor

**Purpose:** Under the calling and leadership of God and commissioned by Apollo Baptist Church, the Youth Pastor works closely with the Senior Pastor to care as Jesus cares for students in 7<sup>th</sup> through 12<sup>th</sup> grade. He is charged with building a youth ministry that seeks to win the lost to Christ and disciple young Christians into mature faith and leadership.

**Position Status:** Part-time Pastoral Staff, hired by Personnel Committee and Elders and voted on by the church congregation.

**Areas of Responsibility:** The duties of the Youth Pastor consist of, but are not limited to:

1. Lead the Wednesday Night Youth Group program that engages lost students and grows saved students through scripture.
2. Lead the Sunday School program on Sunday mornings, which includes coordinating teachers and ordering material.
3. Lead the Arabic Youth Bible Study (in English) for United Arabic Church on Sunday afternoons.
4. Recruiting and training a ministry team of male and female volunteers to serve in special events, Sunday School, and/or Wednesday Night.
5. Creating a culture of discipleship in the student ministry that leads to worship and compels students to be on mission.
6. Coordinates two special events a year: Disciple Now (Spring) and Summer Camp. Any more events are at the Youth Pastor's discretion.
7. Maintaining attendance records for every youth activity.
8. Discipling a ministry team of adult church members with a like-minded heart to minister to students and/or a ministry team of spiritually mature students
9. Developing and maintaining open dialogue with parents of youth keeping them informed of upcoming events in the youth program, listening and responding to their concerns, encouraging them in their parental responsibilities.
10. Overseeing all areas of the Youth Ministry budget, including developing and submitting a yearly budget request, monitoring and controlling the spending, submitting receipts for payment and/or reimbursement in a timely manner.
11. Attend and give a report for all regularly scheduled Church Planning Meetings unless exempt at the discretion of the Senior Pastor.

### **General Expectations**

1. Completes an average of 15 hours of ministry per week
2. Serves as a Christian role model and supports the mission, values statement, doctrinal statement and bylaws of Apollo Baptist Church.
3. Demonstrates good communication skills, including verbal, written, and listening.
4. Demonstrates good teamwork ability in working with all ministries of the church.
5. Works effectively with youth and communicates with them in a Christ-like manner that they can understand.
6. Provides written authorization allowing Apollo Baptist Church to conduct civil, criminal, and credit background checks.
7. Attending all regularly scheduled services of the church unless exempt at the discretion of his/her supervisor.
8. Gives at least 10% of income to the ministry of the church

### **Personal and Character Traits:**

1. Meets the Biblical qualifications for the office of elder: Exhibits Christian maturity and wisdom of being, in principle, "... above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own household well, with all dignity keeping his children submissive." (1 Tim. 3:2-4, ESV)
2. Possesses a heart for people and a passion to see Christ's kingdom grow.
3. Maintains a caring and approachable servant attitude that addresses concerns related to his/her administrative responsibilities.
4. Has a heart and plan to mentor other church members to do what he does in ministry
5. Spends regular, personal time in prayer, Bible reading, Bible memory, and spiritual enrichment
6. He and his wife, if married, must be members of Apollo Baptist Church. His spouse must attend regularly scheduled services and actively involved in some area of the church's ministry. If he has children in the home, it is expected they participate in the church's regularly scheduled programs for their age group.

To apply, please email resume to Terry Harris at [tharris365@yahoo.com](mailto:tharris365@yahoo.com).