



Baptist Church

**Chuwar Baptist Church  
Position Description**

**Youth/Young Adults  
Coordinator  
2021**

**Date of Effect: Immediate**

General Information	
<b>Position</b>	Youth/Young Adults Coordinator
<b>Reports to</b>	Senior Pastor
<b>Division/Ministry Area</b>	Youth Ministry
<b>Location</b>	Chuwar Baptist Church, 230 Mt Crosby (Service) Rd, Chuwar, 4306.

Position Accountability	
<u>Direct</u>	Senior Pastor

Position Responsibility	
<u>Direct</u>	Youth ministry leaders

Position Overview	
<p>The role of the Youth/Young Adults Coordinator is to help lead Chuwar Baptist Church – hereafter CBC to reach, integrate, connect and disciple young people. The occupant of this part-time position will need to be a strong servant-leader and possess healthy leadership and interpersonal skills, with a major focus on developing young leaders to relate well with both the youth and the greater church community, discern and address the needs of this wide demographic group.</p> <p>The Youth/Young Adults Coordinator should be visionary, goal-oriented and creative in both problem solving and communication. He will endeavour to practically apply the church’s Vision and Mission into the youth program at CBC.</p> <p>He will build, oversee and enhance the CBC Youth Ministry (hereafter known as the Ministry) through coordinated events, through an intentional discipleship and evangelism program. A willingness to grow in faith, and in the responsibilities of this position as the Ministry evolves, is a requirement.</p> <p>The primary responsibilities of this position include the following:•</p> <ol style="list-style-type: none"> <li>1. provide direction and oversight to the Ministry, according to CBC’s vision, mission and values;</li> <li>2. establish Ministry goals, objectives and processes by prioritising related programs and activities, managing the use of facilities, planning an appropriate budget, delegating tasks and evaluating progress regularly;</li> <li>3. administer the work of the Ministry by encouraging teamwork and mutual support and providing leadership, evaluation and nurture to Ministry leaders;</li> </ol>	

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4. assess the needs of youth for the purpose of responding intelligently and appropriately to those needs;
5. actively endeavour to spiritually and pastorally care, support, train and develop youth so that their personal and spiritual strengths are multiplied;
6. provide pastoral care or counselling to youth (highschoolers) and participate in pastoral functions as assigned by the Senior Pastor;
7. make sure youth are ministered to, where possible, through a CBC cell group.
8. comply with the requirements of Workplace Health and Safety (WH&S) legislation and related WH&S and Child-safe policies developed for CBC.

**Essential Qualities**

The Youth/Young Adults Coordinator will:

- be a committed, mature Christian who, upon appointment, undertakes to be in full agreement with CBC's and the Ministry's doctrines, practice, values and behavioural expectations;
- endeavour to fulfil the qualifications for leadership and management within the church, as set out in 1 Timothy 3:1-13 and Titus 1:6-9 and be willing to operate in a 'servant leadership role';
- be competent in planning, organising, supervision, training;
- display an attitude desirous of continual learning and growth through prayer, personal and corporate worship, Holy Spirit reliance, bible study, fellowship and personal holiness and giving;
- be committed to and actively working under the authority of Christ, and the Senior Pastor in seeking the growth and development of the Church;;
- be a good role model in all areas of personal and spiritual life, seeking to place his ministry at CBC ahead of personal gain;
- display an active compassion for those who have not yet come into the knowledge and saving grace of Jesus Christ;
- have an ability to engage youth in worship and ministry;
- work cooperatively with all ministry leaders to enhance existing ministries and develop new ones to reach youth not currently being reached by CBC ministries; and
- have an ability to teach and preach the Good News of Jesus Christ with relevancy and enthusiasm to youth.

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Key Result Area	Outcomes
1. Ministry Visioning, Planning and Evaluation	(a) A Ministry vision that is: <ul style="list-style-type: none"> <li>(i) aligned with the CBC Vision, Mission and Spiritual DNAs;</li> <li>(ii) biblical, relational, purposeful, relevant and incarnational (Christlike); and</li> <li>(iii) engaged with the Ministry staff, volunteers, young adults, youth and their families.</li> </ul> (b) Strategies and programs that accomplish the objectives of the Youth Ministry are identified, evaluated, established, implemented and regularly reviewed to meet the needs of the ministries.           (c) Continuity between ministries and enhance the transition of youth to other ministry groups or to leadership roles in other ministries.
2. Outreach (Evangelism)	(a) Opportunities for outreach are identified and youth trained and mobilised to extend themselves to cultivate a broad range of relationships with other young people in CBC and in the community at large.           (b) Youth are in contact with each other through various spiritual, social and educational opportunities.           (c) Outreach is mobilised through the various opportunities in cell groups and larger corporate gatherings. Consultation with the Senior Pastor is expected.
3. Build Christian Community (Fellowship)	(a) A spirit of Christian community and cohesion is evident and successfully integrating new people into the community (seamless transition) of youth and onto the young adults ministry.           (b) Increasing numbers of youth participating in small groups of all types, connecting people with common interests and needs and ministering and caring for one another.           (c) Cultivation of significant and deeper relationships in all aspects of youth ministry.
4. Training (Discipleship)	(a) Strategies, resources and training are designed to cater for the spiritual, emotional and social development phases of the youth.           (b) Unified sense of purpose and direction in terms of focus and curriculum for all areas of development of the youth.           (c) Staff and volunteers recognise the importance of their calling and their role in the discipleship process (Matthew 28:18-20).

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	(d) Young adult community mobilised with the skills necessary to proclaim the gospel and facilitate the events and/or the support necessary for this to take place.

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5. Leadership Development (Train)	(a) Programs and processes designed to select, train and develop the leadership to meet both current and expanded needs of the ministries.
6. Pastoral Care and Support to staff and volunteers.(Build/Train)	(a) Strong relationships are built within the Ministry. (b) Spiritual development and personal growth of the leaders and volunteers are enhanced through investment of time and effort in these areas of pastoral care. (c) Individual needs of employees and volunteers within the youth and young adult community are addressed and ministered to.

<b>Other Duties</b>
As directed by the Senior Pastor.

<b>Acknowledgement</b>
<p>I acknowledge that I have read and understood the key result areas described in this Position Description and agree to carry out my duties to meet these outcomes to the best of my ability. I have received a copy of this Position Description.</p> <p>Name: .....</p> <p>Signed: ..... Date: ...../...../.....</p> <p><b>Witness:</b> ..... <b>Date:</b> ...../...../.....</p>