

ZION MENNONITE CHURCH

Associate Pastor for Youth, Young Adults and Family Life Ministry Job Description

The Associate Pastor for Youth, Young Adults and Family Life Ministry provides spiritual leadership to Zion's youth and families. He/she is to lead youth and family programs, and participate in other regular functions of the church as needed. He/she is to encourage youth and young adults to discover and use their gifts to engage in the ministries of the church. He/she is to engage with Zion's families and help them to grow in their faith and encourage children to grow spiritually in the church.

Qualifications:

- Exhibit strong Christian character that demonstrates a close relationship with God through personal devotions, worship, and prayer life.
- Consistent spiritual and moral character and lifestyle, complying with best practices established by A Shared Understanding of Church Leadership: A Polity Manual for Mennonite Church Canada and Mennonite Church USA.
- Support for the MCUSA Confession of Faith in a Mennonite Perspective.
- Have education background in youth ministry or equivalent ministry experience—should also be ordained or moving toward ordination based on the MCUSA Credential Guidelines.
- Have education/training in family life ministry.
- Competent in organization, administration, and interpersonal relationships; an effective team player.
- FBI Clearance for Safe Church Practice.
- Confidentiality.

Responsibilities:

1. Family Ministry
 - Develop and implement a plan for ongoing parent training and encouragement to help them understand their roles and responsibilities.
 - Serve as a resource for parents and children on specific issues of family life and refer individuals to a professional therapist as needed.
 - Work to bridge the gap between what children and youth are learning in their programs and what adults are learning in their programs.
 - Develop channels of resources that allow parents to raise their children in a way that maintains a strong faith life.
 - Develop settings for intergenerational learning and growth in the congregation.

2. Youth Ministry (Junior and Senior High youth)

- Create a welcoming environment that promotes acceptance and belonging of all youth.
- Organize and facilitate learning experiences where students can grow in their faith. This would include, but is not limited to, Sunday school, Tuesday Night Fellowship (Bible study), and service events.
- Meet individually with students to hear their stories, offer spiritual guidance, and help them navigate challenges in life.
- Lead and facilitate a team of youth advisors to minister to Zion's youth and their friends.
- Involve students in the life of the congregation.
- Serve as a resource for parents.
- Maintain youth group Facebook page to stay connected.

3. Young Adult Ministry

- Develop a Young Adult Ministry Team; work collaboratively with this team to plan events (quarterly at a minimum), suggest Sunday school materials and/or Bible studies and evaluate the general spiritual health of the post high school young adult group.
- Develop regular contact with college students and working young adults through email, Facebook, phone calls, text, and face-to-face meetings.
- Work with volunteers to put together care packages for college students.
- Encourage the participation of young adults in church programs and Sunday morning worship.

4. Christian Education

- Collaborate with the Lead Pastor in details of the Christian Education and in clarifying the overlap between Christian Education and other responsibilities of the Associate Pastor.

5. Worship

- Provide preaching 4–6 times a year.
- Serve as worship leader no less than 6 times per year. Help with children's time as needed.
- Assist with or conduct weddings and funerals in collaboration with Lead Pastor.
- Collaborate with the Lead Pastor in planning seasonal worship services such as in Advent and Lent.

6. Administration

- Provide leadership when Lead Pastor is on vacation or on an extended leave—act as point person to coordinate decision-making during Lead Pastor’s absence.
- Participate in weekly pastor’s meetings.
- Participate in monthly staff meetings.
- Submit weekly reports to Lead Pastor of how time was spent, submit monthly pastor report to church board, and an annual report to the congregation.

7. Conference Involvement

- Attend Eastern District Conference Youth Ministry Council meetings—both monthly (local) and yearly (national).
- Attend monthly Eastern District Conference cluster meetings.
- Attend spring and fall meetings of the Eastern District Conference.
- Meet quarterly with Eastern District Conference Minister.
- Participate with the youth of the congregation in the youth conventions of MCUSA.

Education/Experience:

- Advanced educational degree or prior experience working in youth, young adults and family life ministry.
- Must be comfortable coordinating multiple events at one time over extended periods of time.
- Preferably some theological training at an Anabaptist seminary.
- Continuing education of minimally 40 hours a year in specific aspects of one’s ministry responsibilities.

Accountability:

- Direct accountability is to the Lead Pastor who will conduct an annual job performance review.
- Collegial relationships with other staff members.
- Regular contact with Zion Mennonite Church’s PCRC.
- Regular practices of prayer, meditation, and devotion to God, with encouragement to meet periodically with a spiritual director.
- This position and job description will be reviewed after the first year of employment by the Lead Pastor and periodically in subsequent years.