

**YOUTH/ASSOCIATE PASTOR
FULL TIME POSITION
JOB DESCRIPTION**

Position Summary

Under the authority of the Lead Pastor and direct supervision of the Executive Pastor, the Youth/Associate Pastor serves the body of Crossroads Christian Center (CCC) by providing effective vision, care, and spiritual nurturance to youth and their parents and/or guardians during Sunday(s) and Wednesday(s) services (and special services) and participating and/or leading other areas of the church as the Lead and Executive Pastors deem necessary.

There are two aspects to the Youth Pastor job description. One aspect is for the person to serve as the Pastor to the youth of Crossroads Christian Center. This includes the management and expansion of the ongoing ministries on Sunday and Wednesday nights as well as special events such as monthly special activities, Youth Convention, Winter Camp, Summer Camp, Summer Missions Trip, and outreaches (e.g. participating in the Easter Egg Hunt, Harvest Event, Open Gym nights, etc.). The Crossroads Youth Ministry (i.e., "Unbound") reaches youth from 6th through 12th grades (ages 11-18 years). The Youth Pastor is responsible to recruit, develop, and nurture volunteers to assist in the expansion of the Unbound Youth Ministry and any other ministry assigned by the Lead and Executive Pastors. Further, he/she is to serve in the Pastoral role as teacher, counselor, and encourager through building ongoing relationships with both teens and parents of the Crossroads Community as well as following up on visitors and integrating families into CCC. In addition he/she is responsible to ensure the five values of Unbound Youth Ministry: Safe, Spiritual, Solid, Stimulating, and Supernatural.

- **Safe:** Body, mind, soul, and spirit. The place where youth learn and experience Jesus' presence should be safe in every way! Due diligence to ensure this value. This includes making sure all volunteers are cleared and accountable. Safety in every way and during every event is the first priority!
- **Spiritual:** Spiritual development of the youth in your care is the priority. The Youth Pastor is to teach God's Word in ways that are energetic, scripturally based, creative, age appropriate, and are easily understood by youth from every background (Christian and non-Christian backgrounds).
- **Solid:** Teaching should be based in God's Word. God's Word is our solid foundation and measurement for what we teach. The Youth Pastor and adult volunteers should be solid in their commitment as volunteers to give the best they have in them. All the adults involved should emulate a solid Christian lifestyle so that the youth (and their families) can trust emulate their lives. It is important to understand that all pastors, teachers, and leaders are examples to the youth on how to follow Christ. The Youth Pastor shows them Jesus! Walk the walk and talk the talk!
- **Stimulating:** The Youth Pastor is responsible to create a stimulating environment for youth to learn. It should be spiritually, mentally, and even physically stimulating. Activities should be interesting, exciting, creative, fresh, energetic and age-appropriate. Youth should be excited to come to service and events...and excited to invite friends and family!
- **Supernatural:** The Youth Pastor should be full of the Holy Spirit. The Youth Pastor should exemplify a Holy Spirit filled life—both publically and privately. The Youth Pastor also should encourage the youth to seek to be filled with the Holy Spirit and live a life full of the Holy Spirit. Youth can experience the Lord in a naturally supernatural way. Youth can make a life-long commitment to Christ at a very, very young age.

The Youth Pastor will be responsible to ensure these values as well as expand the Youth Ministries in conjunction with the overall growth of Crossroads Christian Center.

The second aspect to this job description is to serve as an Associate Pastor to the Lead and Executive Pastors. The Associate Pastor will be willing to assist the Lead and Executive Pastors in areas of ministry they deem needful for the growth of Crossroads. This area includes assisting the Executive Pastor in all major events within the Crossroads Ministry calendar. Event leadership and/or additional ministry leadership will be determined based upon the gifts and talents of the Associate Pastor along with the current needs of the congregation and Pastors.

Youth/Associate Pastor Position Responsibilities:

- 1. Pastoral Leadership-** Serves as a member of the Crossroads Christians Center pastoral team and is committed and loyal to the Lead and Executive Pastors' direction. The Youth Pastor is a qualified overseer who shepherds God's flock, holds God's people in his/her heart and equips them for the work of the ministry by teaching them to know and live God's truth in such a way that they become disciple-maker.
Every pastor at Crossroads Christian Center is asked to assume the highest calling of ministry and that is to care for God's people. This place of leadership and influence requires the following core principles to be at work within each pastor:
 - **Pastoral Character** - Each pastor must express the outward fruit of a personal relationship with Jesus, such as prayer, Bible study, ministry involvement, and tithing. They must be a person of honor and trust, who models obedience, grace and spiritual maturity that others can follow.
 - **Pastoral Concern** - Each pastor must have a proven, loving concern for people's souls. Jesus said unequivocally that the most important thing is to first love God and second, to love others. This is expressed through evangelizing the lost, following up with the outsider, praying with the sick, appreciating the faithful, and leading the body in healthy worship.
 - **Pastoral Competency** - Each pastor must possess high levels of competence and an effective skill that will enable one to accomplish the job requirements with excellence and expedience. Moving towards Pastoral licensing and educational credentials are required. Strong preference given to those with Pastoral licensing and educational credentials with at least two years of ministry experience. An ideal candidate possesses these key traits: visionary, communicative, persistent, empowering, and organizational.
 - **Pastoral Chemistry** - Stands in agreement with Crossroads Christian Center and the Lead and Executive Pastors in four aspects: theology, church purpose, core values, and ministry philosophy.
 - **Pastoral Calling** - Effective pastors make disciples. Pastors fulfill their calling by equipping the church for the work of ministry (Eph. 4:11), mentoring believers to become servants of Christ. This comes through envisioning, recruiting, inspiring, and instructing our followers.
- 2. Spiritual Leadership** – Serves as member of the pastoral staff and is responsible for the development of the overall spiritual climate of the church ministries. Provides spiritual leadership to volunteers, youth and their parents and/or guardians.
- 3. Curriculum Development** – Develops curriculum for Unbound Youth Ministry. Studies, evaluates and updates youth ministry curriculum content so it is applicable to youth culture and spiritually challenging and stimulating. Develops worship experience for youth. Youth Pastor empowers youth and volunteers through equipping them with resources and effective and consistent communication through meetings/gatherings. Trains, encourages, and builds relationships with volunteers.

4. **Facility Use** – Ensures the proper supervision, security and maintenance of church property used by the Youth Ministries Department (this includes ministry center, sanctuary, bathrooms, gym and school areas).
5. **Finance** – Assists in the development and administration of the Youth Ministries budget. Raises funds for special projects or events to subsidize costs for youth. Develops and implements creative fundraising for expansion of ministry.
6. **Administration** – Oversees and develops youth ministries volunteers (and other volunteers for ministries assigned). Recruits new volunteers for expanding ministries and special events. Nurtures volunteers and provides special events for their development and to express appreciation. Updates volunteer applications and ensure proper clearance for safety of children. Implements and oversees safe youth check-in and checkout systems for all programs and events. Keep regular office hours. Updates E-Newsletter and Unbound Youth bulletin boards and contact systems for youth/parents (email, phone, address). Answers emails and responds to phone calls promptly (within 24 hours unless on vacation or extended weekend).
7. **Public Relations** – Develops relationships with Morgan Hill/Gilroy/South San Jose community. Networks with community and is available to needs within Morgan Hill community as applicable to the expansion of the ministry of Crossroads. Represents and/or leads various ministry events when requested by Lead and Executive Pastors.
8. **Other Areas** – Performs other related duties as assigned or requested.

Position Qualifications

Minimum Education: Preferred: Holds a Bachelors Degree (preferred, not required) from an accredited college or university. He/she has a background in volunteering and/or leading in youth related fields within or outside church culture. Consideration will be given to candidates having experience and demonstrated proficiency in youth or other related ministry fields.

Minimum Experience: Experience in working with youth leadership teams. Experience in recruiting and developing volunteers for youth ministries or other areas of ministry.

Knowledge/Skills/Persona: Youth/Associate Pastor:

Brings vision, creativity, and innovation into all areas of youth ministry – 11 years through 12th grade.

Can develop a “Tweeners” program to bridge children’s ministries with youth ministries.

Must have ability to teach others in both traditional and non-traditional methods. Must be a good organizer and planner.

Works well with volunteers—team oriented. Welcomes contributions from team members.

Ability to recruit volunteers to supervise events/services and volunteers to teach classes.

Ability to equip volunteers with lessons, materials, supplies and training for various youth ministry opportunities.

Possess the gifts and skills of teaching, leading, and discipleship.

Candidate should exhibit some computer knowledge, experience and proficiency with Microsoft Office applications including Word, Outlook, and PowerPoint.

Candidate must exhibit leadership, organizational and interpersonal relational skills. Candidate must be tried and proven in ministry and have a passion to share Jesus.

Candidate must demonstrate a Christ-like attitude in words and actions, being able to work with a wide variety of people.

Candidate must be able to problem solve, maintain and protect confidentiality, and have excellent written and verbal skills.

Must be a motivated and effective recruiter and manager of volunteers.

Has solid interpersonal skills using tact, diplomacy and confidentiality.

Must be flexible and willing to take on additional projects and responsibilities as needed.

Work independently with minimal supervision

Willingness to work a flexible schedule

Has the ability to communicate both orally and in writing with a wide range of people.

Capable of preparing and maintaining reports and responsible with financial resources—requests funds and submit receipts in a timely manner.

Meet schedules and times lines for projects/events, etc. provided by Lead and/or Executive Pastor. Does not procrastinate.

Has a healthy perspective on Leaders with a mature response to leadership development by Lead and Executive Pastors.

Can follow through—a person of action not mere words.

SPIRITUAL COMMITMENT

Church Affiliation: Current member of a Pentecostal/Charismatic church and is in agreement with the Doctrinal Statement of Crossroads Christian Center (Assemblies of God doctrine).

Contact Information

Contact Information: Please email or send resume to:
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Web: www.crossroadschristiancenter.org
Telephone: No telephone calls please

Receiving Resume: Until position is filled.

Start Date: November 21, 2017