



**Position Title:** Children, Youth, & Young Adult Pastor (CYAP)  
**Department:** Office of the Senior Pastor  
**Reports To:** Senior Pastor  
**Date Revised:** July 20, 2018

### **Summary of Position**

- The CYAP of PMBC is primarily responsible for the vision planning and implementation of all activities (educational, spiritual growth, and fellowship) for the children's, youth, and college ministries for the sole purpose to build young disciples (save and strengthen souls) for Christ while serving as a spiritual leader and role model.
- The CYAP will oversee the Youth Leadership Council, a team comprised of volunteer adults and youth working to create a comprehensive approach to youth ministry (in the areas of group building, worship, discipleship, mission, and outreach)
- The CYAP will serve on the ministerial team of Providence seeking to integrate children's, youth, and college ministry into all phases of PMBC life to support the Senior Pastor in creating an environment that is intentionally intergenerational.
- The CYAP will provide comprehensive leadership and vision planning for all youth related activities, events, groups, and ministries of PMBC. This includes (choirs, drama, dance, GEMMS, Jam Sessions, Sunday School, VBS, etc.)

### **Duties & Responsibilities**

#### **Ministry Development & Integration**

- Vision plan, with the support of the Senior Pastor and youth leadership council, a comprehensive ministry organizational structure for children (elementary school), youth (middle and high school), and college ministry at PMBC including iStudy (Wednesday) and iFlow (Sunday)
- Encourage a facilitate participation by PMBC's children and youth in all youth related activities of the church (e.g. choirs, drama, dance, etc.)
- Lead and organize effective youth programs that comprehensively integrate fellowship, worship, and Christian education
- Recruit, shepherd, and train a volunteer youth staff with diverse gifts and personalities
- Maintain an up-to-date database and constant contact with children, youth, college students and parents keeping them informed of ongoing activities.
- Develop proper procedures, permission forms, etc. in coordination with the church administrator for youth events and activities. Ensure all leaders and volunteers are in compliance with the PMBC child protection policy and have had appropriate background checks.



### **Christian Education Programming**

- Create a model of a comprehensive Christian Education program, specific to the needs of PMBC, for all age ranges to journey through during their time as children, youth, and college age as members of PMBC
- Prepare evangelism and outreach educational activities for youth who are growing to understand what life saving relationship with Jesus Christ is and/or those who have not yet made that choice

### **Children's Church**

- Organize and implement a weekly youth centered worship, fellowship, and education on Sundays between 9:30am and 130pm and Wednesdays between 6:30pm – 8:30pm.
- Develop measurable goals for children's church activities and track the ministry's progress towards achieving those goals
- Lead youth to recognize the call of God in their life by enlisting their support and leadership in worship, bible study, prayer, and other Christian exercises

### **Growth, Missions, & Outreach**

- Maintain current knowledge of youth ministry best practices, leadership training techniques, and other practical advancements in the field of ministry as it relates to youth
- Identify metrics of spiritual and numerical growth for the ministry to be tracked and reported

### **Fiscal Budget – Monitoring & Maintenance**

- Present a yearly youth budget proposal
- Monitor and maintain the annual budget of all youth related activities in the 'Ministry to Youth' department of PMBC to ensure fiscal responsibility.
- Prepare quarterly ministry updates and goal accomplishments for quarterly church conferences

## **Qualifications**

### **Education & Experience**

- Required - College degree (B.S. or B.A.)
- Required - Master's degree (completed or concurrent) in a youth ministry related field (divinity, theology, Christian education, etc.)
- Preferred - Minimum of 2 years experience as a licensed and/or ordained minister of the gospel in a protestant tradition
- Preferred – Experience serving as a children's or youth minister, Director, or Ministry Team Leader



### **Skills & Personality Traits**

- Saved Christian - Believer in Jesus Christ
- Ability to work in a collaborative team environment & motivate diverse groups and persons
- Dependable and punctual to worship services, events, and meetings
- Capable of creating and executing a long term vision for PMBC's children, youth, and college students
- Engaging teacher with a strong biblical and theological background who is in agreement with the theology and beliefs of the Senior Pastor of PMBC
- Self-motivated leader, capable of casting and imparting vision for ministry, possessing relationship skills with children youth, college students, parents, and staff