

BALDWIN COMMUNITY UNITED METHODIST CHURCH

JOB DESCRIPTION

TITLE: Discipleship and Youth Coordinator

QUALIFICATIONS:

1. Demonstrate strength and maturity in his/her Christian faith and be willing and able to lead an exemplary Christian life
2. Share and support the Christian vision, mission and values of BCUMC
3. Consider this position a life ministry
4. Model standards and expectations of Baldwin Community UMC leaders including worship attendance, small group participation, lifestyle of tithing/generosity, serving out of call/giftedness, living an ethical/moral lifestyle, etc.
5. Excellent team-based leadership abilities
6. Exceptional communication, relational, and organizational skills
7. Ability to equip leaders of children's ministry, adult discipleship, and youth ministry to grow in their areas of giftedness
8. Ability to effectively identify gifts of ministry, recruit, and train leaders from within the congregation for service in all areas of BCUMC discipleship
9. Ability to work effectively in, and contribute to, an overall staff team environment at BCUMC
10. Theological education desirable
11. Background check (criminal/child/driving/fingerprinting) to be in compliance with Safe Sanctuaries
12. Obtain and submit a physical examination as may be required
13. Attend staff meeting as agreed upon by Senior Pastor

REPORTS TO: Senior Pastor

PERFORMANCE RESPONSIBILITIES:

YOUTH MINISTRIES

- Develop, implement, and coordinate (along with a Youth Ministries Team) programs for youth that give particular attention to inviting and welcoming, worshiping, nurturing as disciples of Jesus Christ in the context of warm and caring fellowship, and service in and beyond the local community.
- Coordinate and oversee youth discipleship and ministry opportunities including Sunday School classes, youth fellowship, youth retreats, special trips and events, and other special ministry opportunities throughout the year.
- Coordinate Confirmation of youth in collaboration with the Pastors.
- Recruit, equip, deploy, and supervise teams of volunteers to serve in various areas, ministries, and events with the youth.
- Nurture youth for leadership and ministry within the Youth Ministry, the church, and the world.
- Communicate Youth Ministry events to youth, parents, and the congregation.

CHILDREN'S MINISTRIES

- Develop, implement, and coordinate (along with a Children's Ministries Team) programs for children that give particular attention to inviting and welcoming, worshiping, nurturing as disciples of Jesus Christ in the context of warm and caring fellowship, and service in and beyond the local community.
- Coordinate and oversee children's discipleship and ministry opportunities including Sunday School classes, Vacation Bible School, family activities, and other special ministry opportunities throughout the year.
- Recruit, equip, deploy, and supervise teams of volunteers to serve in various areas of Children's Ministry.
- Collaborate with the Director of Music Ministries on children's music programs.
- Coordinate with Children's Sunday School teachers regarding curriculum needs for Children's Sunday School.
- Communicate Children's Ministry events and information to parents and congregation.
- Facilitate outreach to church daycare and preschool.

ADULT DISCIPLESHIP MINISTRIES

- Equip, resource and revitalize the adult program of small groups and classes
- Grow the number of short-term small groups and classes aimed at connecting more people with God and each other
- Recruit and train small group leaders
- Empower and equip the Adult Discipleship Team
- Serve as a curriculum resource for adult classes

OTHER

- Establish a comprehensive discipleship system for children K-12.
- Implement BCUMC's Safe Sanctuaries policy within the Children's and Youth Ministries, and train all volunteers to do the same.
- Attend and participate in Church Council meetings.
- Attend and participate in staff meetings.
- Other duties as assigned.

TERMS OF EMPLOYMENT:

This is a part-time (20 hours/week), exempt position. Work year, workdays, salary and benefits are established in accordance with the provisions of the current BCUMC Lay Personnel Policy Manual as approved by the Staff-Parish Relations Committee.

TO APPLY:

Email resume and cover letter to:

Hiring-DiscipleshipAndYouthCoordinator@baldwincommunityumc.com