

## YOUTH DIRECTOR REQUIREMENTS

Salary Range: 28,000 to 34,000 a year plus benefits

### INTERVIEWING PROCESS BEGINS IMMEDIATELY: NOT ACCEPTING APPLICATIONS AFTER NOV. 1<sup>ST</sup> 2006

The right person for this job would have a combination of the following criteria:

- A BA or BS in Administration/Psychology/Theology/Youth Development or Bible Studies or working toward their degree.
- Previous Service in a Christian Youth Group/Church Groups.
- Has a Dynamic, Approachable Personality.
- Outwardly displays a Christian Example.

- 1.) Lead Senior High School Youth Group and Sunday school Class:
  - a.) Coordinate retreats, seminars and activities to unite the body.
  - b.) Increase attendance through advertisements, guest speaker, programs and personal phone calls and house calls to our youth.
- 2.) Lead STAR BOK (Students Acquiring Resources Before Onset of Kids) Group. AKA- College and Career group.
  - a.) Coordinate retreats, seminars and activities to unite the body.
  - b.) Increase attendance through advertisements, guest speaker programs, personal phone calls and house calls as needed.
- 3.) Serve as a secondary leader of our Junior High Youth Group:
  - a.) Meet with the Junior High Youth Group leader(s) bimonthly to plan, review, revise and update curriculum.
- 4.) Delegate a leader of the Young Families Group.
  - a.) Meet with the Young Families Leader bimonthly to establish and define this group and to plan monthly activities appropriate to the groups needs.
- 5.) Delegate a leader for the Pilgrim Fellowship Group:
  - a.) Meet with the Pilgrim Fellowship Group Leader quarterly to establish group goals and develop a plan to meet these goals.
- 6.) Work closely with the Sunday School Superintendent:
  - a.) Verify that all Sunday School personnel and helpers are offered CPR and safety classes at least once a year.
  - b.) Make sure that all the teachers have completed the PACC teacher program.\*\*
  - c.) Verify that all Sunday School Personnel have completed proper background checks including fingerprinting.
  - d.) Delegate a Primary Leader of Vacation Bible School.
  - e.) Serve as a Secondary Leader to Offer a Successful Vacation Bible School to our youth.
- 7.) Administrative Duties:
  - a.) Perform Yearly Reviews for all employee's who report to you.
  - b.) Hire, recruit, train leaders and helpers as needed.
  - c.) Attend at least six Christian Education meetings a year.
  - d.) Attend at least six Church Council Meetings a year.
  - e.) Meet with Pastor as needed to establish, assess and meet goals.
  - f.) Attend at least four Mission Committee Meetings a year.

\*\*PACC Teacher Program to be established by Pastor and Christian Education Committee.