

Job title	<i>Youth Pastor + ICO Program Director (Community Outreach)</i>
Reports to	<i>Lead Pastor/Executive Director – Olu Jegede</i>

Job purpose

This full-time position is jointly offered by Christian Centre Church and sister charity Inner City Outreach (same location).

As Youth Pastor, this person will oversee operations for all youth programming for Grades 6-12. They will ensure that the youth of Christian Centre, as well as youth who are integrated through our outreach initiatives, are disciplined and cared for. This person will manage, recruit, train, motivate and debrief with all department volunteers, ensuring that programs are adequately supervised and executed.

As an ICO program director, this person will also operate and administer programs that help youth develop social skills, life skills and leadership skills. The job involves leadership; volunteer/personnel management; program administration, building relationships within the community, and parental support.

Duties and responsibilities

Major Responsibility I: Youth Discipleship (Christian Centre Church)

- Oversees all Youth Ministry programming from Grade 6-12, including Sunday program for Gr 6-9, mid-week Family Night, special events throughout the year, and community outreach initiatives
- Recruits, manages, trains, motivates, and debriefs all Youth Ministry volunteers on an ongoing basis
- Ordering and distribution of curriculum and associated supplies
- Ensures that all volunteer security clearances are complete, up-to-date, and in line with our Abuse Prevention Policies.
- Works in conjunction with Pastoral staff to create and execute community outreach initiatives for youth and families
- Strategizes in partnership with Inner City Outreach and other partner organizations to support camps, afterschool programming, and special events on and offsite
- Recruits and supports High School students to serve on weekend teams
- Takes initiative for new and special projects, as requested by the Lead Pastor

Weight of Job 50%

Major Responsibility II: Community Outreach Programming (Inner City Outreach)

- Oversees ICO's Youth Leadership Development program (during school year)
- Recruits, trains and manages volunteers as per program need
- Performs necessary administration to run the program
- Administers curriculum and provides discipleship component for participants
- Schedules participants to serve weekly in the Homework Club as part of the program (in collaboration with the Homework Club coordinators)
- Collaborate with other ICO Camp Staff to support ICO's annual summer camp for youth

Weight of Job 30%

Major Responsibility III: Team Support

- Assists staff team in planning and executing ministerial calendar as necessary
- Assists other staff when possible in achieving their initiatives
- Supports the overall church vision by executing vital administrative or program-related tasks based on gifting and church needs
- Flexibility and willingness in supporting team initiatives as determined by Lead Pastor

Weight of Job 20%

All listed responsibilities are subject to change

Qualifications

Minimum Qualifications:

- Must demonstrate an ongoing relationship with Jesus Christ through regular prayer, Bible study and worship attendance
- Passionate about reaching and discipling youth
- Excellent team building and managerial skills
- A demonstrable call to serve in church ministry work
- Must be or be willing to become a member of Christian Centre Church
- Must have church ministry experience
- Excellent communication skills
- Ability to work independently, with effective time management and follow through
- A self-starter and a team player with ability to prioritize and meet deadlines
- Ability to keep contacts with church members and others in strict confidence
- Professional and cordial conduct and good interpersonal skills at all times

Assets:

- Experience in a multi-cultural, urban context
- Willingness to stay long-term, and/or move to the community
- Managerial experience in the church, corporate, or non-profit sector
- Ministerial Credentials with the PAOC
- Willingness to take courses in Theology or Youth Ministry
- Abilities in music, dance, or drama

Working Terms

- 4 weekdays, plus Sunday (days off may change depending on church events)
- Weekly staff Meetings
- 40 hour salary position

Additional Information

The position will be contracted annually and a review will be done based on the needs of the church and its budget. The position is subject to a performance review semiannually and the person's continuation will be based on the outcome of the review.

Direct reports

Volunteers

Approved by:	
Date approved:	
Reviewed:	<i>Date when the job description was last reviewed</i>

Ideally, a job description should be reviewed annually and updated as often as necessary.