**BOULEVARD BAPTIST CHURCH (BBC)**

**JOB DESCRIPTION AND SPECIFICATION**

**JOB TITLE: YOUTH PASTOR**

**LOCATION**: 2 **Washington Boulevard, Kingston 20**

## **REPORTING RELATIONSHIPS**

**Reports to: The PASTOR**

**Indirect Reports:** Youth Leaders

 **1. JOB DESCRIPTION**

 **JOB SUMMARY**

Under the guidance of the Pastor, the job holder will develop and implement the approved Church Youth Ministry to increase the number and the participation of persons, 30 years and under, in the various Church’ Ministries. He /She will work to create an environment in which young people feel a sense of belonging; believe the good news, and become lifelong disciples of Christ.

Also, the job holder will assist the Pastor with pastoral duties for youth cohort

**MAIN RESPONSIBILITIES:**

## Establish the framework for the Youth Ministry:

1. Conduct Need Assessment Survey and Focus Groups among the young people to help with the design of the Ministry.
2. Assist with the development of a 3-year Youth Programme for Council ‘s approval
3. Chair the newly formed Youth Council
4. Be a member of the Students Affairs Committee concerning scholarships
5. Monitor the performance of the award recipients.

## Implement the programme to increase youth involvement:

1. Revive the Scout troupe
2. Revive Sports programme, to include a netball team, football team, table tennis
3. Facilitate the participation of youth in various church ministries, to include their participation in every Sunday morning service through the various arts forms.
4. Participate in a WhatsApp group for the young people
5. Promote greater use of Music Studio and the Lounge Area for young people interaction and relaxation.

## Provide pastoral care for the youth, encouraging their spiritual growth and commitment to Christ.

1. Identify, train, and support Youth leaders for active roles in Church Ministries
2. Coordinate a Youth mentorship program
3. Plan and coordinate youth events, namely, weekly meetings; monthly fun events, debates/discussions; outreach events; summer camp program and annual mission trips.
4. Act as chaplain to the Brownies, Guides & Scouts, Junior Church
5. Act as Counsellor to the Youths and the counsellor to young adults

## Provide individualized support, nurturing of gifts, and mentoring:

1. Provide one-to-one mentoring.
2. Pray regularly for those in the youth ministry and church body.
3. Prepare students for profession of faith.
4. Build and maintain relationships with parents of the youth.
5. Identify their gifts/ talents for service to God.
6. Assist in preparing youth for life after secondary schooling
7. Assist with other Pastoral duties:
8. Deliver monthly sermons at Boulevard and New Haven Church respectively
9. Deliver the message at funeral services for persons - age thirty (30) and under
10. Counsel with family of the deceased for persons - age thirty (30) and under

## Perform Related Administrative duties

1. Collect and analyze data on Youth involvement and participation in Church programmes.
2. Maintain personal/statistical data/ reports on the youths to assist with decision making and for Council and JBU.
3. Provide progress reports weekly on three main accomplishments and three projections
4. Provide report every two months for Council Meeting
5. Undertake special assignments/other duties as directed by Pastor.

**2.. JOB SPECIFICATIONS** – **YOUTH PASTOR, BBC**

**QUALIFICATION AND EXPERIENCE**

* First Degree in Pastoral Ministry/Theology or equivalent from an accredited institution
* Certification /Training in Communication & Information Technology
* Certification/Training in Counseling
* A Christian committed with the passion/call for Youth Ministry
* At least two (2) years’ experience in a similar position.

## **COMPETENCIES/SKILLS**

* Good analytical, problem-solving, and decision-making skills
* Excellent interpersonal/ people skills
* Excellent Communication Skills (oral and written formats)
* Proficiency in the use of various social media,
* Good administrative and leadership skills
* Proficiency in the use of relevant computer applications (i.e. Microsoft Suite,).
* Professionalism and Confidentiality

**CONTACTS**

The Youth Pastor is required to interact/liaise with:

* The church members and leaders on a variety of matters/issues.
* Parents/Guardians
* Jamaica Baptist Union
* Youth Ministry Leaders/Youth Pastors from other churches.

## **SPECIAL CONDITIONS ASSOCIATED WITH THE JOB**

* Required to work occasionally beyond specified working hours
* Exposure to confidential and personal information.

**PERFORMANCE STANDARDS**

1. Youth programme implemented as per approved plan.
2. Youth programmes are biblically sound, relevant, innovative, and timely.
3. The agreed % growth in the number and participation of junior and senior youths in the various Church activities and ministries by the specified date.
4. Achievement of the objectives of the Mentorship Programme
5. Accurate records/profile of the youth population.

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| 1. Required Weekly / Monthly Youth Reports submitted by due dates.
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