

YOUTH AND WORSHIP PASTOR – JOB DESCRIPTION

June 2020 V.3

Key Competencies

In order to be a good fit with our organization, the WFMC pastoral team is looking for the following characteristics to be strong and evident in potential staff members.

| Key Competency | What does this look like on the job? |
|---------------------|--|
| Teachable | <ul style="list-style-type: none"> • Are you willing to learn from those serving alongside you? • Are you willing to go to conferences, training seminars, and FMCiC courses either alone or with the pastoral team? • Are you willing to begin the FMCiC tracking process towards pastoral ordination with the Free Methodist Church in Canada? |
| Team Player | <ul style="list-style-type: none"> • Are you willing to share your journey (thoughts, feelings, struggles, wins) with the pastoral team? • Are you able to support group decisions and put group goals ahead of your own goals? • Can you have healthy dialog and conflict with others and work towards a common resolution? |
| Self-starter | <ul style="list-style-type: none"> • Are you able to look at a situation, evaluate the work that needs to be done, and then take action to meet those needs? • Are you able to generate ideas for improvement, take advantage of opportunities and suggest innovation? • Are you able to set goals for yourself and then work to meet your own commitments? |

Education and Experience Requirements:

Applicants should have a minimum of a 2-year certificate of biblical education with preference given to candidates who possess a 4-year bachelor's degree or equivalent. 2 years of experience in church leadership would be preferred but we are willing to train the right candidate should they be able to demonstrate evidence of the above key competencies.

Youth and Worship Ministry Job Split:

We see this role being a split of 70% Youth Ministry and 30% Worship Ministry. The following two sections outline the two main areas of the job, the current ministry plan for each area, a list of key activities, and some sample evaluation questions.

YOUTH MINISTRY

Youth Ministry Purpose Statement: *“Helping our youth and teens discover how they fit in God’s Family”*

3-5 Year Strategic Plan for Youth Ministry:

These are the strategic outcomes and initiatives we feel God calling us to have with the WFMC Youth Ministry over the next 3-5 years.

Strategic Outcomes: In 3-5 years, we hope that:

1. Our youth ministry enhances our teen’s lives rather than competing with them
2. Our youth ministry provides opportunities for our teens to serve the world around them
3. We would have a youth ministry culture that is open and seeking to meet the ‘other’
4. Our teens would be contributors to our church family and community, not just consumers
5. Our Youth Ministry leaders feel confident and equipped to lead and disciple our teens
6. Our youth ministry provides connecting points for parents to connect and engage

Strategic Initiatives: The next 1-2 years, we are going to do these things to try and reach our outcomes

1. Amalgamated Friday Night Youth – combine both our discipleship time and our ‘fun’ time into one evening of the week which includes a meal together.
2. Meet monthly with our Youth Ministry leaders for the purpose of discipleship, communication, and team building.
3. Host 2 ‘parent engagement activities’ during the ministry season (youth min potlucks, BBQ, etc)
4. Provide an alternating major/minor annual service trip focused on providing teens opportunities to grow and serve in different contexts.

Key Activities:

These are the basic activities and requirements for the Youth Pastor Job. These activities should be shaped and prioritized based on the Strategic Outcomes and Initiatives. Priority level: 1 = highest priority, 5 = lowest priority

| Priority Level | Task | Description | Evaluation Questions |
|----------------|--------------------------------|---|--|
| 2 | FRIDAY NIGHT LEADERSHIP | a. Create an environment for youth to explore & solidify their faith | <ol style="list-style-type: none"> 1. Report on your contacts with parents of teens – visits, phone calls, etc. 2. Comment on the overall spiritual health of the teens. How have you attempted to create an environment for spiritual growth? 3. Would/Do the Youth bring their friends? |

| Priority Level | Task | Description | Evaluation Questions |
|----------------|-----------------------------------|---|--|
| | | b. Create a sense of community within the group/church | |
| 4 | SUNDAY MORNING PRESENCE | a. Engage with church family | <ol style="list-style-type: none"> 1. Do the parents of the teens know you are? 2. Does the church family know who you are? |
| 2 | STAFF MEETING | Attend and contribute | <ol style="list-style-type: none"> 1. What am I learning about ministry? 2. How is staff meeting helping me grow in my ministry? 3. How are growing in your relationships with the rest of the team? |
| 1 | SPIRITUAL DEVELOPMENT | a. Maintain healthy personal spiritual practices: prayer, study, accountability, secret service, etc. b. Consider participating in a small group c. Live an intentionally evangelistic lifestyle: make friends, share the gospel; community ministry involvement | <ol style="list-style-type: none"> 1. What spiritual disciplines do you practice regularly? What spiritual disciplines are you developing? What spiritual disciplines do you struggle with? 3. How spiritually and emotionally healthy are you? Is there any area you need support with? 4. How does your participation in or leading of a small group contribute to your spiritual growth and daily walk? 5. How are you pursuing being salt and light in the community in the following categories: prayer, service, kindness/compassion, sharing the gospel, living as an example, holiness, generosity, hospitality? 6. Do you have an active accountability partner? |
| 3 | TEEN SPIRITUAL DEVELOPMENT | a. Identify, develop, and mentor youth leaders b. Train teens to share and live their faith. | <ol style="list-style-type: none"> 1. How are you providing training/support for teens? 2. How are you helping teens to identify and use their gifts? 3. How are you helping teens get involved in the various ministries of the church? |
| 3 | PROGRAM MANAGEMENT | (recruitment, scheduling, curriculum, logistics) | <ol style="list-style-type: none"> 1. How is communication going? 2. Are there enough volunteers? 3. Was I organized? 4. Were the events/meetings organized? |

| Priority Level | Task | Description | Evaluation Questions |
|----------------|---|--|--|
| 3 | MONTHLY YOUTH LEADER MEETINGS | Monthly meetings with youth ministry leaders with a focus on discipleship, communication, and team building | <ol style="list-style-type: none"> 1. How many youth leader meetings have you had this past year? 2. Do our youth leaders feel equipped to lead the youth of our church? 3. Do our youth leaders feel informed and part of the youth min process? 4. Are our youth leaders engaged in planning future events and activities? |
| 2 | NETWORK MEETINGS | Join in with FMCIC pastoral network meetings | <ol style="list-style-type: none"> 1. Have you been participating in Network meetings? 2. Have you been developing relationships with other FMCIC pastors? 3. How have Network meeting and check-ins equipped and encouraged you in your ministry? |
| 5 | YOUTH PARENT ENGAGEMENT | Host a 'parents event' twice a ministry season to engage parents. | <ol style="list-style-type: none"> 1. How many parents events did you have this past year? 2. How engaged to parents feel with the Youth Min and the growth of their teens? |
| 1 | EDUCATION | Take at least 1 FMCIC foundational course per year | <ol style="list-style-type: none"> 1. Which course(s) did you take? 2. What value have those courses had in your personal life and ministry? 3. How has your ministry changed because of what you have been learning? |
| 2 | YEARLY MAJOR/MINOR SERVICE OPPORTUNITY | Yearly major/minor service trip, event, or other opportunity for our teens to serve in a different context. | <ol style="list-style-type: none"> 1. Did you have a major or minor service opportunity this year? 2. What kind of feedback do our teens have from the event/trip? 3. What are some stories from the trip where God was at work? |

WORSHIP MINISTRY

Worship Ministry Purpose Statement: *“Leading our church to meaningful encounters with God through worship”*

3-5 Year Strategic Plan for Worship Ministry:

These are the strategic outcomes and initiatives we feel God calling us to have with the WFMC Youth Ministry over the next 3-5 years.

Strategic Outcomes: In 3-5 years, we hope that:

1. Our worship ministry be easy to engage in and accessible to all who wish to be involved.
2. Leading worship in our church is something that brings leaders/members joy and energy
3. New people have clear and easy on-ramps into our worship ministry
4. Our worship seeks to be engaging to all age groups and demographics in our church.

Strategic Initiatives: The next 1-2 years, we are going to do these things to try and reach our outcomes

1. Implement and train our worship ministry leaders/members in the use of Planning Center
2. Ensure opportunities exist for our teens and kids to serve in our worship ministry
3. Create a culture of stability that creates space for others to confidently lead

Key Activities:

These are the basic activities and requirements for the Youth Pastor Job. These activities should be shaped and prioritized based on the Strategic Outcomes and Initiatives. Priority level: 1 = highest priority, 5 = lowest priority

| Priority Level | Task | Description | Evaluation Questions |
|----------------|-------------------------------|--|--|
| 1 | SUNDAY MORNING WORSHIP | <ol style="list-style-type: none"> a. When volunteers are unavailable will personally lead worship b. Ensure our Sunday morning worship is engaging all age demographics | <ol style="list-style-type: none"> 1. How are you ensuring WFMC’s worship is engaging to all people and demographics in our church? 2. Comment on the overall health of our worship ministry |

| Priority Level | Task | Description | Evaluation Questions |
|----------------|-------------------|---|---|
| 1 | PROGRAM MANAGMENT | <ul style="list-style-type: none"> a. Implement the use of Planning Center to help manage the weekly Sunday morning worship schedule. b. Ensure we have adequate volunteers and leaders in place for Sunday morning. | <ul style="list-style-type: none"> 1. How many of our worship ministry leaders and members are utilizing Planning Center on a regular basis. 2. How many Sundays are you leading worship and how many are volunteers leading? |
| 2 | NEW PEOPLE | <ul style="list-style-type: none"> a. Create opportunities for new people to come and get to know us b. Ensure new volunteers are invited, trained, and given opportunities to participate in worship. c. Ensure our kids and teens have opportunities to minister in our worship ministry | <ul style="list-style-type: none"> 3. How many new people over the last year have become involved in our worship and teach ministry? 4. What challenges or barriers might be in the way of new people getting involved? 5. What are our new people saying about their experiences in serving with our worship teams? |
| 4 | PERSONAL GROWTH | <ul style="list-style-type: none"> a. Develop your personal worship habits and practices b. Listen and learn new songs to help keep our worship ministry fresh and engaging c. Seek out new/different worship experiences | <ul style="list-style-type: none"> 1. How are you growing in your personal worship habits and practices? 2. What new songs have you introduced to our church? 3. How has God been leading you in your own personal worship? 4. What new worship experiences have you had this past year outside of WFMC? |
| 1 | TECH TEAM | <ul style="list-style-type: none"> a. Schedule and recruit people to our tech teams. b. Work with Pastor Ian to ensure tech team is trained adequately | <ul style="list-style-type: none"> 1. Are there enough people helping out on our tech teams? 2. What training have you organized for our tech volunteers? 3. What new technologies might help our ministry? |