

**COLLEGE PARK BAPTIST CHURCH**  
**Job Description**  
**Associate Pastor of Youth, College Students and Recreation**

Qualifications

This full-time position requires a well-qualified minister who can lead diverse but related programs as part of the ministry of College Park Baptist Church which will include youth and college students and their families as well as recreation for all groups. In addition, responsibilities include managing the Recreation Center, planning and/or coordinating recreational activities for church-wide participation, including senior adults, children, youth and families, as well as activities open to outside groups. Experience in these areas of local church ministry or closely related programs is desired. Administrative oversight and leadership with sensitivity to all involved in these ministries are essential. Other expectations include a strong work ethic, a collaborative spirit regarding existing staff, and a love for youth ministry and college ministry. The candidate must have a mature and growing demonstrated personal relationship with Jesus Christ. **Four to six years of experience in youth ministry is required.** Educational requirements include a minimum of a Bachelor's degree and a Master's degree from an accredited seminary or divinity school. Previous ordination to the gospel ministry and intent to unite with College Park Baptist Church upon call are required.

Principal Function

Associate Pastor of Youth and College Students is considered to be one of the professional ministers on the church staff and is a part of the team approach to ministry. Specific areas of ministry are to include youth and college students (7th through college graduation), recreation for all church groups and their families. This position is responsible for the planning, development and leadership of these ministries in partnership with appropriate church councils and committees.

Supervision

The position will be supervised by the Senior Pastor. Formal reviews will be conducted on an annual basis, with additional informal dialogue and feedback during the year.

Duties and Responsibilities

Associate Pastor of Youth and College Students serves as a minister to youth and college students and their families through counseling, visitation, and participation in worship and recreation. This minister is expected to develop and maintain strong personal relationships with youth and their families. Responsibilities include the following:

Youth, College and Family Ministry

- Each fall, submit a comprehensive plan and goals for the youth and college student programs for the coming year. After approval by the Youth Ministry Council Committee and Budget Planning Committee, communicate to parents and youth. Coordinate all events with the church calendar. This should be managed and measured by the senior pastor.
- Direct the planning, coordination, implementation and evaluation of all non-music ministries and programs for youth and college students. Coordinates these ministries with the Youth Ministry Council and those of the Associate Pastor of Music and Education to provide for a complete and harmonious student ministry
- Cooperate with the Youth Ministry Council to implement a fully developed philosophy of Christian education for youth in terms of goals, resources, and support services. Provides direction for all education ministries involving the students of the church, including Sunday School, Discipleship Training, and Mission Education.

- Give direction for the development of programs and ministries for the families that relate to the daily living out of their faith. Coordinate these with the Sunday School Council and Discipleship Training Director, who are responsible for the development of programs dealing with the personal spiritual formation of all youth and college students.
- Supervise and give direction to Youth Ministry Intern(s), and other assistant ministry positions that relate to Youth Ministry, in planning and implementation of youth and family activities.
- Engage parents as vital partners in the Youth Ministry by coordinating the enlisting, discipling, training and motivating of family volunteers and mentors to assist with the youth program within established goals, objectives and plans. Be available to youth, parents and church members as needed.
- Work with appropriate committees of the church to address the needs of youth and families.
- Cooperate with the Enlistment Committee and Sunday School Council in enlisting and training of all leaders relating to youth and family ministries.
- Cooperate with the Budget Planning Committee in the preparation of the annual budget with regard to Youth and Family ministries and administer these sections of the budget in cooperation with the Finance Committee.
- Vision for outreach of the ministry — motivate the youth and college students to do the same to encourage growth of the program.

### Recreation

- Each fall submit a comprehensive plan and goals for all recreation programs for the coming year as outlined in the qualifications. After approval of the assigned recreational areas by the Recreation Committee and Budget Planning Committee, communicate to the parents of youth and children as well as senior adults. Coordinate all events with the church calendar. This should be managed and measured by the senior pastor.
- Plan and direct multi-generational church-wide recreation activities. This will include youth fellowships, retreats and camps throughout the year and summer. Keep parents informed of the youth programs of the church and enlist their support and cooperation.
- Provide philosophical and practical direction to the Recreation Committee in responsibilities relating to all recreation programs of the church, particularly those related to competitive league play.
- Coordinate all youth, children and family events, church-wide and outside events, with the church calendar through the staff, Sunday School Council, Family Enrichment Committee and other church ministerial staff.
- When church-wide activities are planned for all age groups to include reaching the surrounding community, cooperates and offers support in the planning and coordinating events with the Youth Ministry Council, Children's Ministry Council and other church ministerial staff.
- Coordinate scheduling and supervision for all activities conducted in the Recreation Center, including church activities as well as outside activities by rental groups ensuring activities do not conflict with one another.
- Work with the Enlistment Committee to recruit and enlist workers for the church's recreation program, and coordinate training for all volunteers.
- Market, negotiate, and coordinate rentals of the recreation center to outside groups, including work with church administrative staff and Properties Committee related to applicable contracts, insurance coverage, and other items.
- Lead the church to provide equipment and supplies needed for recreation activities, and supervise the inventory, care, storage, and repair of equipment and supplies.
- Review and evaluate periodically, but at least annually, all recreation programs and policies to ensure consistency with church ministry goals.
- Promotes the availability of certain activities through various social media venues in order to draw in others within the community.
- Ensure safety standards are followed with the recreation equipment and the use thereof.

### General Ministry

- Assist in planning and leading of worship services as requested by the Senior Pastor.
- Serve as liaison to those committees as assigned by the Senior Pastor.
- Perform other duties assigned by the Senior Pastor.
- Participate in community and denominational activities as interest and time allows, so that a positive witness and role model is provided.
- ***Promote a team atmosphere.***

### Additional Position Details

The position provides vacation, retirement and insurance benefits as specified in the standard policy manual. The position will be paid by a salary designated and listed each year in a Cooperative Agreement. It is expected that the individual will be present for regular Sunday morning and Wednesday evening church activities, unless the pastor has given prior approval for vacation time.