

Youth Leader Job Description

Millbrook CRC (Grand Rapids, MI)

Part-Time, Salaried – 15-20 hours per week

* Position begins August 2017 *

Specific Responsibilities Including but not limited to:

High School Youth Group Responsibilities: averages about 10 hours a week or 50% of job

- Prepare and lead two Sunday night youth groups a month
- Build relationships with students: meet with students one-on-one, or attend their school activities and sports games—be a pastoral presence during times of crisis
- Plan and attend social outings or service trips, about ten a year, including an overnight winter retreat
- Plan and lead fundraisers, about four a year
- Meet with volunteer leaders once a month
- Be present once a week in the high schools to connect with students
- Communicate regularly with students and parents through bulletin announcements, letters, e-mails, etc. (with help from secretary)
- Teach a profession of faith class for high school students once a year
- With volunteer leaders, coordinate the summer ministry trip
- Lead a small group Bible study for high school students or develop other youth programs

Middle School Responsibilities: averages about 4 hours a week or 20% of job

- Prepare and lead two Sunday night youth group a month
- Plan and attend social outings, about 8 per year, including an overnight winter retreat
- Visit New Branches school once a week to connect with middle school students.
- Teach a profession of faith class for middle school students once a year
- Teach Bible lessons with the middle school students from the Kid's Life Bible club program

Other Church Responsibilities: averages about 6 hours a week or 30% of job

- Attend council meetings
- Keep a record of activities to present to the admin committee
- Attend worship planning meetings, and help plan 1 worship service each month
- Meet with church staff once a week
- Meet with senior pastor for the mentor relationship

Summer Activities:

- Plan and attend a weeklong summer youth trip—a service trip or convention
- Help lead a summer outreach program for our neighborhood children
- Plan and lead a couple of social youth outings
- Help with the annual community celebrations
- Make occasional hospital or shut-in visits when senior pastor is on vacation

In addition: We ask that the youth leader become a member of the church, be a regular attender of Sunday worship services, and be involved in our community church life (fellowship dinners or activities). Also, the youth leader should have some experience working with youths from diverse cultural and socio-economic backgrounds. Our hope and prayer is to eventually increase the hours to 25-30 hours a week.

If Interested, please contact us at office@millbrookcrc.org or (616) 243-2829.