

Northside Memorial Baptist Church
Job Description-Associate Pastor
(Youth and Education)

Principal Function

This is a full-time salaried position (budgeted package \$49,989) under the supervision of the Pastor.

Qualifications

1. A man of God with a growing relationship with Jesus Christ that fits the qualifications of 1 Timothy 3 that possess high moral standards.
2. Ability to understand the complex problems facing families today with counseling youth and parents.
3. Ability to manage budgeted funds within events, activities, curriculum, programs, etc.
4. Ability to lead, plan, implement, and evaluate effective aspects of the student ministry.
5. Ability to work well with others-staff, parents, youth, Sunday School teachers, Small Group Leaders, SS Director, Youth Committee, etc.
6. Ability to teach God's Word in appropriate ways that is relevant in today's world.
7. Ability to build a strong relationship with the entire church body.

Responsibilities

1. Plan, coordinate, direct, and evaluate the student ministry of the church through the college and youth organizations.
2. Work with appropriate lay leaders in fostering students in Christian nurture and discipleship by keeping regular contact with students and their families.
3. Consult the nominating committee with the enlistment of lay leaders and teachers to achieve the purposes of the student ministry. Be responsible for training and guidance of lay leaders for the student ministry.
4. Assist the Sunday School director with selecting the curriculum/plan for Sunday School for the congregation and with training Sunday School teachers. The associate pastor will supervise formation of any small groups (this does not include SS, Men/Women's Ministry).
5. Work with the Children's Director to maintain unity between the children organizations and student ministry.
6. Prepare the annual budget, with youth committee's approval, for the needs of the student ministry and administer the approved budget.
7. Develop, with youth committee's assistance, policies and procedures of operation for the student ministry. Keep up for the congregation Risk Management training and background check for lay leaders in all areas.
8. Serve as a member of the Church Council, assisting in planning the overall church calendar.
9. Be prepared to preach at least once a quarter as needed when the pastor is unavailable due to sickness, vacation, conference, revival, etc.
10. Perform all other duties as assigned by the Pastor.