

**Youth and Young Adult Director/Pastor  
Salem Covenant Church  
Job Description**

**Reports to:** Executive Pastor  
**Supervises:** Youth Ministry Assistant  
**Status:** Full Time  
**FLSA:** Exempt

**Position Summary:** The Youth and Young Adult Director/Pastor will be responsible for developing, directing, and leading a comprehensive youth, family, and young adult ministry, while collaborating with other ministry staff in lifelong Christian formation.

**Essential Functions:**

- Love youth and young adults with the heart and compassion of Christ and serve as a mentor to them.
- Lead in planning, coordinating and supervising a strategic ministry for youth and young adults (grade 6-young adult) and their families.
- Be a leader of leaders in recruiting, training, motivating, and supporting lay leaders to serve in youth ministry.
- Build relationships among and with students, within the church and within the community.
- Work with the Youth Ministry Team (and other teams as appropriate) to establish long range goals and implement ministry plans.
- Support home and family by developing relationships with parents/guardians, providing them with resources and training, and maintaining consistent communication that is timely, accurate and informative.
- Provide pastoral care to youth, young adults, and their families.
- Serve on the Spiritual Formation Staff Team to provide a comprehensive, integrated ministry for children, youth and adults.
- Recruit, train and motivate the next generation of leaders.
- Plan, organize and supervise ministry events.
- Develop, supervise and mentor youth ministry interns and staff.
- Develop and administer the annual budget for youth and young adult ministry.

**Other Responsibilities:**

- Attend training conferences, workshops, denominational meetings, and classes.
- Support Salem's mission, ministries, policies, and procedures.
- Represent Christ's love and care in contacts and relationships with church members, co-workers, visitors, and the community beyond Salem.
- Serve in leading worship and other pastoral duties as requested.

**Minimum Qualifications:**

- Deep commitment to Christ and the ministry of the church.
- Knowledge of the spiritual, emotional, physical, and cognitive needs of youth and young adults.
- Experience in leading various types of formational experiences for youth and young adults.
- Gifted in communicating with youth, young adults, and parents.
- Bachelor's degree, preferably in education or ministry-related field.
- Covenant pastoral license preferred.

## Core Competencies:

- **Spiritual and emotional maturity:** Loves Christ, the Church, and people wholeheartedly and well, and leads others to do so, too, by word, action, and example. Exhibits and nurtures a deep and growing spiritual life, emotional self-awareness and health, and strong, mutually supportive relationships at home, with friends, with colleagues, at church, and beyond.
- **Humble:** exhibits humility, shares credit, quick to point out the contributions of others and slow to seek attention for his/her own, emphasizes team over self, and defines success collectively rather than individually. Humble team players neither think too highly of themselves nor too little; their focus isn't on themselves, but on helping the team, team members, and the church as a whole succeed in fulfilling God's call.
- **Hungry:** continually seeking to learn, grow, and serve better, showing a manageable and sustainable commitment to doing the job well, eager to go above and beyond the minimum required to accomplish vision and goals. Willing and able to work autonomously and with others to pursue Salem's vision.
- **Smart:** emotionally and relationally intelligent; skilled at being interpersonally aware, appropriate, and effective. Able to listen to the words and read the body language of people and groups, to consider the potential impact of his/her own words, body language, and actions, and to intentionally speak and act in ways that are most effective in helping all move forward in healthy, productive, positive ways.
- **Spiritual Formation:** Demonstrates an understanding of spiritual formation as a journey; invites others to reflect and take next steps on their spiritual journey; able to communicate in a clear, articulate, and engaging manner; creates teaching and small group environments that promote spiritual formation; able to discuss and interpret biblical truth, applying scripture to life situations; designs effective lesson plans and facilitates learning experiences in both small and large group settings.
- **Team Development:** Encourages and supports people in discovering, developing, and engaging their gifts and skills in service; invites people onto teams; leads teams successfully by creating strong morale and spirit in the team; leads courageously through challenges; shares wins and successes; defines success in terms of the whole team; creates a sense of belonging and pride in the team.
- **Leadership Development:** is a leader of leaders, multiplying ministry by developing and supporting others to serve as ministry leaders; thinks and acts strategically to build the ministry leadership base and to develop the next generation of leaders.
- **Vision Management:** Establishes a clear, achievable, and compelling vision; articulates possibilities; creates markers to rally support for the vision; enables all to share the vision; exhibits and inspires an adventurous spirit and a positive orientation toward the future.
- **Project Management:** Identifies the key objectives and scope of a proposed project; secures needed resources and project support; develops a realistic and thorough plan for achieving key objectives; communicates clearly with team members; implements action plans, identifies and resolves barriers and problems.
- **Pastoral Care/Counseling:** Demonstrates the ministry of presence; creates a spirit of openness that invites people to share their stories; demonstrates appropriate pastoral care boundaries; recognizes his/her own limitations as a care provider; respects confidences; refers individuals to other care professionals as needed.