



**JOB TITLE:** MIDDLE SCHOOL YOUTH ASSOCIATE

**REPORTS TO:** Youth Pastor

**WORKS CLOSELY WITH:** Youth Associate & Youth Administrative Assistant

**JOB PURPOSE:**

The Middle School Youth Associate should be a mature believer in Christ who is excited to serve God and demonstrate a servant's heart. The primary function of this position is to provide leadership and oversight to the Middle School Ministry (grades 6-8) of Grace Covenant Church. He is expected to have the ability to lead, equip and encourage teams of volunteers and to minister to students and families at Grace. The ideal candidate would have experience working with students in a church or camp setting.

**THE IDEAL EMPLOYEE WILL:**

- Have a personal relationship with Jesus Christ; demonstrate consistent Christian character
- Possess a servant's heart and use gifts and abilities to serve God and others
- Be teachable and have the willingness to grow and improve himself and his skills
- Be self-motivated to do his best to the glory of God in each task or responsibility
- Cultivate quality working relationships with elders, pastors and all levels of staff
- Demonstrate integrity to be trusted and maintain confidentiality when necessary
- Be committed to the Core Values and Statement of Faith of Grace Covenant Church
- Seek peace in relationships and apply peacemaking principles to resolve conflicts
- Be physically fit in order to be prepared for the physical demands of the job

**COMPETENCIES:**

- Understanding of and ability to preach Biblical truth
- Ability to develop lesson plans and teaching series
- Excellent interpersonal communication style with students, parents, volunteers and staff
- Leadership ability with students and volunteers
- Organizational ability to be able to manage multiple projects and keep track of details
- Good communication skills, both verbal and written
- Demonstrate the capacity to plan, organize, and ultimately implement events
- Plan and lead mission trips

**EDUCATION & EXPERIENCE:**

- Undergraduate degree
- Preference will be given to a candidate with a seminary or similar advanced degree
- Minimum 2 years prior youth ministry experience preferred  
(can include summer camp experience)

**DUTIES AND RESPONSIBILITIES:**

- *MINISTRY DEVELOPMENT AND COORDINATION (40%)*
  - Work with the Youth Pastor to develop current and future vision/direction of the youth ministry as it pertains to middle school students
  - Oversee implementation of youth ministry vision to leaders, students & parents
  - Help plan/coordinate Camps, Retreats, Mission Trips and other events
  - Work with Youth Associate to develop ministry plan for middle school girls
  - Develop, encourage and invest in ministry leaders' spiritual maturity and health
  - Work to recruit, assimilate and train new ministry leaders
  - Plan & lead annual Spring Break mission trip
  
- *TEACHING AND PROGRAMMING (30%)*
  - Teach in the middle school service on Sunday mornings
  - Develop teaching series in line with the youth ministry curriculum plan
  - Lead the middle school ministry on Sundays and Wednesdays
  - Develop leaders to teach on Wednesday evenings
  - Demonstrate consistent quality in middle school teaching and programming
  
- *DISCIPLESHIP AND INTEGRATION (20%)*
  - Build strong relationships with middle school students
  - Meet with students and develop individual discipleship relationships
  - Give direction to leaders by clearly communicating spiritual vision
  - Coordinate with Children's Ministry to streamline promotion from elementary to middle school
  
- *ADDITIONAL DUTIES AND RESPONSIBILITIES AS REQUESTED (10%)*

**JOB STATUS:**

- Full-Time (40-50 hours) Includes Sunday mornings and Wednesday evenings
- Exempt Status / Ministerial Role

**BENEFITS:**

- Paid benefits – medical, dental, life insurance
- Paid vacation, holiday, personal and sick days
- Technology allowance
- Continuing education allowance
- 403b retirement matching

**CONTACT:**

*Resumes will be received by e-mail only. Send your resume and a cover letter to:*

Kevin Maurice  
Youth Pastor  
kevinm@grace360.org