

Staff Job Description

BRONX PARK YOUTH COORDINATOR

Start Date: *Immediately*

PURPOSE: To provide leadership and administrative duties under the supervision of the campus pastor. Areas of involvement would include general leadership, coordinating youth group events, lessons and activities, visitation, providing support to the Bronx Park Campus Team.

QUALIFICATIONS AND SPECIAL SKILLS (Gifting, Characteristics):

- Shepherd's heart
- Task Orientated
- Leadership abilities
- Exemplary lifestyle
- Heart for youth
- Team spirit
- Servant heart
- Administrative/Organizational skills
- Facilitator

STAFF AT CHURCH OF THE ROCK EXEMPLIFY:

- A sincere love for the Lord evidenced by lifestyle
- Regular attendance at a weekly service
- Commitment to a small group
- Faithfulness in tithing
- Adherence to COTR Core Documents
- Completion of Protection Plan training and Protection Policy requirements

TEAM AFFILIATION: Ministry Staff

RESPONSIBLE TO: Pastor Graham Hunt

TIME REQUIREMENT: 12 hours per week—this will include some flexibility with most being Sunday Mornings (3 hrs), Monday Mornings (5 hrs), Friday Evenings (4 hrs).



RESPONSIBILITIES:

Administration (37%)

- Preparation of lessons
- Organization of activities and events
- Planning the and executing the youth calendar
- Communications
- Supply Ordering

Ministry (60%)

- Youth Night (4 hours)
- Sundays Youth Church (3 Hours)

Other (2%)

- Attendance at recurring meetings (staff devotions, intercessory prayer, strategy meetings, all-staff meetings, Bronx park meetings, etc.) and spontaneous meetings as needed
- Regular meetings with Pastor Graham
- Memorize vision and mission statements of Church of the Rock
- Other duties as assigned

Sunday Mornings (1%)

- Participate with announcements, ministry time, and salvation invitation

As a staff member of Church of the Rock

- Be available to assist in other areas to help with the successful ministry of the church.
- Be able to interact with others and demonstrate the values of Church of the Rock.
- Be available as opportunity arises to share your faith, share Bible scriptures and principles based on the Statement of Faith and Lifestyle Agreement Policy and Code of Conduct, to pray with individuals and to actively convert or instill a belief in the Lord Jesus Christ.

IN-SERVICE TRAINING PROVIDED

- In-house training
- Seminars as offered upon approval
- Resource materials