

New Life Christian Reformed Church (CRC) Guelph  
Youth Ministry Coordinator  
Job Description

**Title:** Youth Ministry Coordinator

**General Description:** The Youth Ministry Coordinator is responsible for providing leadership for the high school youth program: planning the program in collaboration with leaders; supervising leaders, mentors and youth; and supporting youth leaders and other volunteers. This role will help youth to build relationships and to know, see, and be Jesus.

**Hours:** 20 hours per week

- Weekday hours, Sundays and approximately four full weekends per year

**Key Activities:**

*Planning and Administrative Preparation Activities*

- Provide leadership during the 2018/19 year of youth group activities in collaboration with youth leaders
- Plan for summer 2018 Serve project
- Plan for 2018/19 year of youth education/discipleship sessions
- Plan logistics for larger events, off-site events
- Connect with the Classis Huron Youth Ministry Committee and regional youth programs (i.e. Trillium League, All-Ontario events) for schedule planning
- Network with local high schools and other churches to foster a community for the youth beyond New Life CRC (Youth services, attending worship opportunities at other locations, etc.)
- Plan the agenda for the Youth Leadership Team meetings along with volunteers
- Meet with staff regularly
- Send regular updates to Youth Discipleship Elder
- Provide regular communication with parents, youth and youth volunteers

*Supervision and Relationship Building Activities*

- Attend Sunday evening youth gatherings along with volunteers
- Attend Sunday morning services
- Supervise weekends away (August/September camping, Fall Retreat and Leadership Studio, spring retreat, summer service project)
- Recruit and develop youth leaders
- Coordinate a youth mentorship program, partnering adults with interested youth
- Connect the ministry to the vision of New Life CRC

**Accountability:**

- Youth Discipleship Branch Elder (point person to be identified annually)
- Attendance at regular staff meetings led by the New Life CRC Pastor
- Annual review with and support from Human Resource Support Group

### Qualifications & Personal Traits:

- Committed Christian
- Good grasp of Reformed World View
- Strong communication skills (verbal/written)
- Enthusiastic and relational leader
- Experience in leading youth
- Post-secondary training in youth ministry and leadership

**Contact:** For additional details, please feel free to contact Alison Pyper, New Life CRC Ministry Coordinator at [churchoffice@newlifecrc.net](mailto:churchoffice@newlifecrc.net) or 519-823-5851.

Please submit your resume and a cover letter sharing your passion for youth ministry to [church office@newlifecrc.net](mailto:churchoffice@newlifecrc.net) by Friday, March 30, 2017.