

# CHURCH AT VIERA

Job Description Form



# CHURCH AT VIERA

Job Title	Young Adult Ministry Director		
Reports To	Discipleship Pastor	Rev Date Approved:	06/19/2024

Level/ Grade	Type of position:	<input type="checkbox"/> Exempt
	<input checked="" type="checkbox"/> Full-time	<input checked="" type="checkbox"/> Nonexempt
	<input type="checkbox"/> Part-time	
	<input type="checkbox"/> Intern	

## PURPOSE OF POSITION

The Young Adult Ministry Director will oversee the spiritual care and growth of young adults between the ages of 18 and 31. This role involves four key responsibilities: creating engaging worship and community environments, recruiting and equipping quality CREW members, planning and executing memorable events, and leading people through the Discipleship Pathway and Leadership Pipeline.

## JOB RESPONSIBILITIES

- Lead the Young Adult Ministry by capturing and sharing a vision and philosophy congruent with the mission and vision of the Church at Viera.
- Develop and maintain all necessary systems, strategies, programs, and activities to meet the challenges and demands of the growing and changing young adult population.
- Champion the Discipleship Pathway and Leadership Pipeline for the Young Adult Ministry.
- Establish and maintain a thriving weekly worship experience.
- Organize and lead a vibrant Life Group structure to meet the community and discipleship needs across the different demographics of young adults, including - leadership recruitment and development.
- Provide shepherding of Young Adult Ministry.
- Maintain communication, cooperation, and coordination with all staff and departments of the church.
- Create and effectively manage the annual department budget.
- Other duties as assigned.

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<b>EDUCATION</b>		
<ul style="list-style-type: none"> <li>• Bachelor's Degree in a related area of study from an accredited university and/or equivalent church ministry experience.</li> </ul>		
<b>EXPERIENCE</b>		
<ul style="list-style-type: none"> <li>• 2 years ministry experience preferred.</li> </ul>		
<b>SKILLS</b>		
<ul style="list-style-type: none"> <li>• A vital and growing personal faith in Jesus Christ.</li> <li>• Align with the vision, mission, and values of Church at Viera</li> <li>• Knowledge of Microsoft office products &amp; generic database applications</li> <li>• Working knowledge of general office equipment</li> <li>• Must be creative, high energy, hardworking, and possess the ability to motivate others.</li> <li>• Ability to plan, prioritize and manage multiple tasks.</li> <li>• Ability to work independently to accomplish tasks without direction.</li> <li>• Ability to deal with problems efficiently and effectively while maintaining good working relationships.</li> <li>• Excellent communication skills (phone, written, and personal)</li> <li>• Strong interpersonal skills with the ability to relate to today's young adult culture.</li> <li>• Available Monday—Thursday, with occasional evening and weekend duties.</li> </ul>		