

CityChurch Ministry Position Description

Ministry: Spiritual Formation

Position Title: **CityYouth Leader**
Employee: Open
Date: September 2025
Reports To: Discipleship Pastor
Job Status: Part-Time Non-Exempt
Classification: Ministry Leader

Primary Objective: Develop discipleship opportunities for spiritual formation helping middle and high school students follow Jesus, find freedom together and live their purpose.

Key Job Responsibilities include:

- Develop effective programs for spiritual growth including discipleship processes, groups, classes and retreats
- Engage on Sundays and Wednesdays to meet with parents and students
- Provide students with opportunities, paths and encouragement to live their purpose
- Maintain ongoing contact with students and parents to keep them informed of ongoing activities both in person and digitally
- Provide counseling, spiritual direction and social interaction with students on an individual and/or group basis as appropriate
- Ensure parents are aware of ministry strategies and plans in a way that encourages partnership and involvement
- Recruit, develop and mentor volunteers to facilitate and lead various spiritual formation programs to accomplish the primary objective
- Develop and manage ministry budget to include student fees for events and trips
- Other duties as assigned

These duties are not exclusive and with consideration of your job requirements and other skills, this job description can be adjusted at the discretion of your immediate supervisor.

Supervisory Responsibilities:

- Oversee volunteer teams.
- Supervise administrative assistant

Position Specific Competencies:

- A specific calling and passion for youth ministry and discipleship
- Strong character to ensure confidentiality of staff, students and volunteers
- Effective leadership skills and ability to cast vision
- A teachable spirit and a growing personal relationship with God
- Proficient use of Word, Excel, email and Internet applications
- Self-motivated in the efficient and effective management of time
- Ability to maintain a positive and proactive collaborative environment