

## **Job Description**

### Associate Pastor of Youth and Formation

**Status:** Full-time

**Reports to:** Lead Pastor

**Summary:** As Common Ground West continues to deepen roots and live out our mission in Pike Township, Indianapolis, we are hiring an Associate Pastor of Youth and Formation. This person will shape vision, implement activities, and engage in relationships to oversee the spiritual formation process of our teens and adults. Because spiritual formation is so tied to our missional engagement, this person will also help mobilize our teens and adults for local mission. With such a significant role, the Associate Pastor of Youth and Formation will naturally be a primary partner in ministry with the Lead Pastor and will have an active voice as we cast and implement vision for the church together.

### **Qualifications/Relevant Experience**

- Agreement with Common Ground West's mission, vision, and philosophy of ministry
- A four-year degree from an accredited college or university
- At least 2-3 years ministry experience in some form (campus, church, etc)
- Experience identifying, developing, encouraging and leading volunteers
- Experience in pursuing reconciliation across racial, gender & socio-economic backgrounds is tremendously valued but not required
- Experience discipling others and overseeing groups and structures that do the same
- Experience and capacity to preach and teach.

### **Required Knowledge, Skills, Abilities, and Giftings**

- A gracious, Christ-like demeanor in demanding situations
- Self-motivated; takes initiative and demonstrates flexibility
- Organized to be able to manage schedules, wear multiple hats, and lead several teams.
- Relational: able to build trusting relationships and be a bridge-builder inside and outside the congregation.
- Teachable, with a passion to grow in their faith and abilities; committed to expanding knowledge through reading, engaging and experience
- Able to engage well with youth—balancing activity & relationships
- Understands and is committed to contemplative and family-based youth ministry philosophy
- Able to work as a team with the rest of the staff & particularly partner well in conjunction with the lead pastor in implementation of adult spiritual formation vision
- Willingness to preach 4-12 times per year depending on giftedness, capacity, and balancing with primary duties/responsibilities listed below.

- The more unlike the Lead Pastor in terms of giftings and demographics, the better.
- Current resident of Pike Township, Indianapolis or willing to relocate to Pike Township.

**Primary Duties/Responsibilities: Youth**

- Shape the spiritual formation approach for youth-aged kids (6th-12th grade) using small and large group interactions, retreats, service opportunities and other ministry vehicles
- Express a personal interest in the lives of the youth and create consistent "touch points" to relationally engage the youth so they know leaders and leaders know them
- Recruit, train and coach volunteers (small and large group mentors); meet with volunteers on a regular basis to understand issues and concerns and to develop upcoming plans
- Envision different ways to utilize parents, small group mentors, staff, and wider congregation to minister to and with youth
- Communicate well with the youth & their parents, create schedules for youth ministry programming & engagement
- Develop and oversee youth ministry budget

**Primary Duties/Responsibilities: Adult Formation**

- Recruit, train and coach volunteers, meeting them on a regular basis to understand issues and concerns in their ministry areas, to develop future plans and to provide ministry accountability
- Develop and distribute resources to assist volunteer leaders of groups, events, and training.
- Work with staff and other key leaders to develop additional engagement opportunities with ministry partners locally and globally
- Work with Spiritual Formation Groups to mobilize them for local missions in their neighborhoods and in Pike.
- Work with the lead pastor on sermon planning--and preach when called upon--and then work together to develop practical applications for sermon principles in our various groups and ministries.
- Develop and oversee spiritual formations budget and be a primary voice for our missions budget.