**AFMC**  
**YOUTH COORDINATOR JOB DESCRIPTION**

**MINISTRY DESCRIPTION**  
The Youth Coordinator will lead the Youth Ministry Program under the general direction of the Lead Pastor and foster an inclusive environment to nurture and equip students (6th-12th grade) through worship, prayer, Bible study, fellowship, and discipleship relationships. The primary responsibilities of this role are building and coordinating a youth group (bi-monthly), a weekly Sunday school, and monthly events/activities. This position is 10-15 Hours/Week and could eventually lead to a Youth Director position.

**ESSENTIAL DUTIES & RESPONSIBILITIES**:

**SPIRITUAL GROWTH**  
• Maintains own spiritual growth by attending church services and a small group on a regular basis  
• Regularly prays and offers encouragement to those involved in youth ministries.  
• Provides prayer and counsel for students and families in need.  
• Schedules and maintains daily devotional life.

**LEADERSHIP DEVELOPMENT**  
• Leads a team of volunteers to shepherd, lead, and execute vision of the ministry.  
• Attends and promotes youth training conferences, courses, and staff/leader retreats.  
• Meets with individuals and/or a few youth weekly in order to build relationships, accountability, and encourage involvement in youth and church-related events, activities, and programs including one-on-one discipleship of one or more individual youth members.

**MEETINGS**  
• Attends monthly meetings with pastoral staff.  
• Meets with support staff/volunteers monthly.  
• Meets with youth parents at least quarterly.

**EXPERIENCE/SKILL REQUIREMENTS**:  
The requirements listed below are representative of the knowledge, skill, and/or ability required to perform this role. Reasonable accommodations may be provided to enable individuals with disabilities to perform the essential functions.

• Prefer minimum of two years college education with related experience in youth leadership or Christian education.  
• Experienced in Bible teaching and small group ministries.  
• Strong interpersonal communication and organizational skills.  
• Love of God with knowledge and understanding of God’s word.  
• Sensitivity to Asian-American culture.

• Prefer administrative capability and ability to respond to emails in a timely manner.