



the grainery church

POSITION DESCRIPTION

Position Information	
Job title: Young Adults Pastor	Reports to: Senior Pastor
Team: Young Adults	One up Manager: N/A
Job Description <input type="checkbox"/> New <input checked="" type="checkbox"/> Updated	Date updated: June 2020
Key Relationships: <ul style="list-style-type: none">• Senior Pastor• Young Adults Team• Young Adult Connect Leaders• Other Grainery staff	Hours per week: Up to 5 days per week. Negotiable/ Flexible
Primary Purpose	
The Young Adults Pastor oversees the pastoring and overall organization of church members between the ages of 18-30 years.	
Key Accountabilities	
VISION: Work with YA Leadership team to create and express a yearly vision for Grainery Young Adults. Share and communicate this with: <ul style="list-style-type: none">• Connect Leaders• Young Adults• YA serving teams• Wider church community	
CONNECT GROUPS: Ensure that all Young Adults Connect Groups are healthy and growing. This includes: <ul style="list-style-type: none">• Oversee all YA Connect groups, leading the connect support team, filling in gaps where needed.• Attend weekly YA Connect group meeting• Troubleshoot and support in any escalated concerns• Help make plans for growth, finding new leaders• Meet with new leaders for training and vision sharing• Monitor YA PCO groups• Attend/ facilitate, and plan for connect pastor meetings and training	
NEW PEOPLE/ PASTORAL CONCERNS: <ul style="list-style-type: none">• Oversee and lead YA New people's team. Allocate team members to follow up new young adults.• Work with Adults New People's team, to connect new people into church• Organise 'Welcome to church' events• Attend and support Join the Journey dinners• Give pastoral support to identified young adults (face-to-face catch up, prayer time, phone calls)• Refer young adults to church programs, services, and external services, to support their mental, emotional and spiritual health.	

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YA LEADERSHIP TEAM:

- Mentor and/ or develop YA Leaders to grow and strengthen the culture of the young adults and church as a whole. Oversee and lead YA leadership team
- Support team leaders in areas of Red Frogs, Grapple, social events, Sunday teams, New People's team, GYA+ etc.
- Meet monthly, to pray and discuss visions and ideas

EVENTS:

- Oversee organization of all YA teaching and social events.
- Events include Girls/ Guys Nights; Grapple; Socials; Afterparties; Young Marrieds Dinners
- Oversee budgets for all events
- Oversee admin and logistical decisions regarding events (venue, runsheet etc.)
- Liaise with Media Team for marketing
- Work with YA team to plan and dream around events and YA yearly calendar
- Support in other areas when needed

RETREAT:

- Organise speaker/s and vision of yearly retreat
- Setting up website and online registration
- Liaise with media team for marketing
- Oversee Budget and finances
- Oversee logistics and communication with venue
- Alongside YA team, run retreat

SUNDAYS:

- Be involved with Sunday Celebrations
- Contribute to celebration meetings, contribute to planning Sundays
- Involve YA's in serving in celebrations
- Support Connecting team in connecting with new YAs
- Liaise with Volunteers team, in supporting with volunteers and rostering

COMBINED CHURCH EVENTS (THE ASSEMBLY):

- Be involved with The Assembly team
- Support the organization of regularly meetings
- Support planning of yearly conference
- Support planning of Live at the Cathedral events

SAFETY:

- Oversee that all events and activities meet the church's overall legal policies and procedures
- Oversee the completion of Risk Assessments for all major events.
- Ensure all GYA connect pastors and key leaders are trained in, and have signed off, on all relevant policies.
- Ensure all GYA connect pastors and key leaders follow safe church practices and display appropriate behavior.
- Oversee the follow up and pastoral care of any connect pastor or key leader who displays inappropriate behaviour

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Job Specific Skills, Knowledge & Qualifications, Experience

<p>Skills</p>	<p>Essential:</p> <ul style="list-style-type: none"> ● Effective communication ● Strong interpersonal skills, to effectively minister and support others ● Ability to teach and preach ● Ability to work effectively within a team ● Creative thinking and problem solving ability ● Strong interpersonal skills in order to develop and manage relationships with internal staff ● Ability to resolve conflict ● Ability to lead and facilitate meetings, and group discussions ● Exceptional time management skills ● Able to complete and manage work tasks and load independently
<p>Knowledge & Qualifications</p>	<p>Essential:</p> <ul style="list-style-type: none"> ● Qualifications in area of pastoral care, Christian Ministry, Leadership or Theology.
<p>Experience</p>	<p>Essential:</p> <ul style="list-style-type: none"> ● Experience in caring for and pastoring people. ● Experience in leadership ● Experience in leading and facilitating large and small gatherings <p>Desirable:</p> <ul style="list-style-type: none"> ● Experience in working with Young Adults ● Experience in working in a church/ ministry context

Staff Expectations

- Relationship and commitment to Jesus Christ.
- Total commitment to The Grainery Church and its vision.
- Be a person of prayer, with strong personal devotional practices.
- Endorse and encourage faithfulness towards the practices of the Christian faith and the culture of The Grainery Church.
- At all times act at a high standard of professional behaviour.
- Not act, or be seen to be acting, in conflict with the best interests of the Church.
- Be an active part of whole church events.
- Always strive for clear and reliable communication internally within own ministry, and externally in communicating with all leaders, staff, and other individuals.
- Practice responsible time management.
- Work effectively within teams.
- Strive to complete all weekly tasks, including those extra tasks allocated to you during staff/ ministry specific meetings, and if unable to complete, communication of this is provided to those involved.
- Show respect to all Grainery ministries, always working alongside other ministries towards the greater vision of The Grainery. This includes being respectful of all church resources and room usage.

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- Ensure to follow correct administrative and organizational processes, for example working within the church's event calendar; seeking approval for events, rearranging spaces/rooms back to the original state after use.
- Follow and work within all legal procedures and processes, including diligently taking responsibility for any WH&S and Child Protection concerns within your ministry.

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