FIRST BAPTIST SPARTANBURG
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Job Description

Youth Ministry Associate

Department: Youth
Reports to: Youth Minister
Job Status: Full-Time
FLSA Status: Exempt

Summary

The Youth Ministry Associate supports the vision and leadership of the Youth Minister and the youth ministry (grades 6–12), This associate role focuses on relational discipleship, volunteer team building, and intentional programming that moves students from attendance toward spiritual maturity. The Youth Ministry Associate is a key role that supports student ministry environments and events, including weekly gatherings, summer camp, mission trips, and Discipleship Weekends, while supporting a coaching culture among adult and student leaders.

Qualifications & Primary Job Responsibilities may include but are not limited to the following:

- Support and implement a biblically grounded discipleship strategy for middle and high school students.
- Support and cultivate relational ministry environments centered on small groups and mentoring.
- Establish clear spiritual growth pathways including salvation, baptism, serving, and leadership.
- Assist with recruiting, training, coaching, and caring for adult volunteer leaders and developing student leaders.
- Assist with leading and overseeing weekly youth gatherings, including teaching with biblical clarity and cultural relevance.
- Ensure every student is connected to a small group and a caring adult leader.
- Maintain intentional relational presence in students' lives through school events, activities, and personal engagement.
- Partner with parents to support spiritual formation in the home through communication, training, and pastoral care.
- Support the vision, leadership, and execution for major student ministry events, including summer camp, mission trips, and Discipleship Weekends.
- Facilitate relationships with local schools and like-minded organizations to connect students with FBS' youth ministry (local athletic teams, FCA, Bible clubs, etc.)
- Collaborate with the Family Ministries team to ensure a smooth transition into student ministry.
- Work alongside Worship, Communications, and Operations teams to support student ministry events and initiatives.
- Serve as an active participant to partner with the College and Young Adult team (as youth transition to their next stage) and overall church staff team.
- Provide pastoral care and spiritual guidance to students and families, including follow-up for salvations and baptisms.
- Assist the student ministry team to manage the student ministry budget, event planning, and logistics.
- Track attendance, engagement, salvations, and baptisms.

- Ensure safety policies, risk management, and church standards are followed.
- Participate in church-wide initiatives and assist with broader pastoral responsibilities as assigned.
- Other duties as assigned.

Other responsibilities may include but are not limited to the following:

- Participate in weekly and monthly staff meetings.
- Support church-wide events and ministry initiatives.
- Assist with mission trips or special projects as assigned.

Qualifications:

- Clear testimony of faith in Jesus Christ.
- Meets biblical qualifications for church leadership (1 Timothy 3; Titus 1).
- Strong alignment with Baptist doctrine and ecclesiology.
- Demonstrates relational warmth, integrity, and spiritual maturity.
- Passion for discipling students and equipping leaders.
- Bachelor's degree required; theological training preferred.
- 3-5+ years of student ministry experience, preferably in a growing church.
- Proven experience leading camps, retreats, and mission trips.
- Demonstrated ability to recruit, train, and lead volunteer teams.
- Strong communication and relational skills.
- Ability to collaborate effectively with staff, parents, and church leadership.
- Background checks required prior to employment.

Personal Requirements:

- Maintain a growing personal relationship with Jesus Christ.
- Be committed to personal devotion through scripture and prayer.
- Lead your family spiritually OR be willingly led by your husband, spiritually
- Faithfully support the ministry of First Baptist Church by tithing and displaying biblical stewardship of personal resources.
- Have a heart for shepherding and spiritually guiding others.
- Be an active member of FBS and an active member of an FBS group; connecting with the body of Christ regularly
- Be faithfully committed to the vision, mission, and values of First Baptist Church Spartanburg.