

## National Youth Facilitator JOB DESCRIPTION

<b>Job Title:</b> <b>National Youth Facilitator</b>	<b>Date:</b> December 2017
<b>Organisation:</b> Anglican Church in Aotearoa New Zealand and Polynesia, Tikanga Pakeha	<b>Reports to:</b> Inter Diocesan Conference (through Inter Diocesan Conference Co-ordinating group)
<b>Location:</b> Either home based or based in an Diocesan Office	<b>Direct Reports:</b> Website designer/administrator (for 2018) The Abbey Project Manager (for 2018)
<b>Key Purpose of Role:</b> To provide the best opportunities for our wider church to grow young people who are strong disciples of Jesus Christ.	
<b>Key Relationships</b> <ol style="list-style-type: none"> <li>1. Diocesan Youth Facilitators (7)</li> <li>2. Toru Youth Commissioner</li> <li>3. NZCMS Youth Mobiliser</li> <li>4. Anglican Schools Office</li> </ol>	<b>Key NZ Anglican Bodies reporting to annually</b> <ol style="list-style-type: none"> <li>1. Under 40's Board of Development (x3)</li> <li>2. Tikanga Pakeha Ministry Council (x2)</li> <li>3. Anglican Ministry Educators (x1)</li> <li>4. IDC/General Synod (x1)</li> </ol>
<b>Position Status:</b> Permanent – Full-time Up to 36 hours per week (or less if subcontracting website and event management for “The Abbey”)	<b>Special Requirements:</b> <ul style="list-style-type: none"> <li>• Christian</li> <li>• Able to work weeknights and weekends, and travel across NZ</li> </ul>
<b>Key Objectives:</b> <ol style="list-style-type: none"> <li>1. To encourage and resource Diocesan Youth Coordinators/Facilitators</li> <li>2. To provide and encourage Youth Ministry Training</li> <li>3. To provide and promote resources for Youth Ministry</li> <li>4. To challenge, broaden and deepen our youth practitioners understanding of and practice of youth ministry</li> <li>5. To challenge, broaden and deepen our churches understanding of and support of youth ministry</li> </ol>	

## Key Responsibilities

### ***To encourage and resource Diocesan Youth Facilitators/Coordinators***

- Develop collegial relationships with Diocesan Youth Coordinators/Facilitators (through biannual retreats, regular communication and personal contact).
- Keep abreast of developments within Diocesan Youth Networks and encourage the sharing of information and expertise.
- Support, stimulate and share effective models of ministry.

### ***To provide and encourage Youth Ministry Training***

- Provide an annual youth ministry training event (currently “The Abbey”).
- Identify, train and encourage young people who can assist in leading training events.
- Provide relevant and current information on youth ministry and youth ministry training opportunities.

### ***To Provide and promote resources for youth ministry***

- Develop and maintain the “Resourced’ website (the design and administration of the site is currently delivered by a subcontractor in 2.5 hours per week).
- Identify training needs and source or develop resources to meet those needs.
- Provide “best practice” templates for:
  - Employing a youth minister
  - Youth minister Code of Ethics
  - Health & Safety

### **To challenge, broaden and deepen youth practitioners understanding and practice of youth ministry**

- Encourage theological reflection on youth ministry practice.
- Engage with those who think broadly on youth ministry and its place in the church and wider society.
- Foster greater national connectedness and cohesion on strategic priorities.
- Build and maintain strategic ministry partnerships with those who work with youth in Anglican bodies such as NZCMS, St John’s College, StraNdZ and our Three Tikanga: Anglican Schools office and Toru Youth Commission

### ***To challenge, broaden and deepen our church’s understanding and support of youth ministry.***

- Tell the story of youth ministry activity and strategic developments in common life Anglican publications and social media.
- Attend and advocate for quality, integrated youth ministry at the following national bodies:
  - Tikanga Pakeha Ministry Council (twice a year)
  - Anglican Ministry Educators (once a year)
  - Toru Youth Commission
  - Inter Diocesan Conference (provide annual report when it meets every 2 years)
- Advocate professional employment conditions for Diocesan Youth Coordinators/Facilitators and Youth Ministers

***Other responsibilities***

- Reporting as required
- Comply with Safety and Health legislation and policies
- A safety first culture is actively promoted and demonstrated at all levels
- All duties and behaviour is conducted in line with policies and procedures
- Other duties that arise from time to time performed as required

## PERSON SPECIFICATION

**Job Title:** National Youth Facilitator

**Date:**

**Qualifications:** Either a Youth Ministry Qualification (Diploma or above) or Ministry Qualification

**Experience:**

A minimum of 5 years youth ministry experience

A minimum of 5 year in a leadership role

**Skills/Competencies:**

- Personal Christian faith and willingness to work within an Anglican organisation
- Capacity for excellent Christian servant leadership and the ability to lead and develop a team of people
- An understanding of youth culture
- Mentoring and discipleship skills
- A self starter with good time management skills.
- An independent thinker with an overall strategic view.
- Excellent at delegating and empowering others to share the gospel
- Strong work ethic and ability to work independently
- High level of interpersonal skills
- Skilled communicator, both orally and in writing
- Excellent at empowering others
- Self awareness and is a natural gatherer of young people
- Possess good IT skills, including MS Word, PowerPoint, email and online systems and be comfortable with and conversant in the use of social media.