

## JOB DESCRIPTION

**Job Title:** Campus Youth Director  
**Location:** Lebanon Campus  
**Position reports to:** Global Youth Pastor  
**Level:** Part Time  
**Department:** Family Ministries  
**Date Prepared:** 9/2025

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### **Purpose of the Job:**

The Campus Youth Director role is to help coordinate, connect and care for the youth of Citygate Church as we continue our mission of being Loyal to the Future while building a strong culture and community with students and their families.

### **Essential Functions and Responsibilities:**

- Foster a strong culture and community among youth and parents at the assigned Citygate campus by planning and executing local events and initiatives, while also supporting global youth events.
- Exemplify staff core values of grit, driven, 360 thinking, unity, a grateful and contagious culture.

### **I: Spiritually**

- Cover your team and youth in prayer and discern for them. DO LIFE WITH THEM!
- Provide care and resources as needed!
- Support members in their spiritual maturity!

### **II: Push and Protect Vision and Culture**

- Promote Citygate's vision and systems and help support new ideas.
- Keep the "Why" on the forefront of your conversations and events at all times.
- Foster the mindset that "We Fail Forward." Lets try new things!

### **II: Accountability / Development**

- Communicate consistently on WINS and NEEDS and temperature of the campus
- Help youth take their next step at Citygate
- Help recruit members to help run with the vision and build with you!
- Assist with administrative needs within Citygate YTH

### **III: Event / Sunday Expectations**

- Connect & engage with youth (6th-12th grade)
- Help plan, coordinate and execute all youth events (YTH Nights, YTH Night All-In & Future Nights, etc.)

### **IV: Monthly/ Quarterly Expectations**

- Monthly/Bi-Monthly Check In Mtgs w/ Family Ministries Director
- Plan, coordinate and execute weekly YTH Nights each Wednesday
- Assist in planning, coordinating and executing 2-4 large youth events a year

**I. Experience and Knowledge Required:**

- Valid Driver's license
- High School diploma or equivalent
- 2-3 years of leadership experience with youth
- Proven ability to successfully grow youth engagement within a large church environment
- Excellent verbal and written communication skills as well as time management
- Superior interpersonal skills working with a variety of people
- Must be able to lift 10 lbs
- The ability to think and act independently with a high degree of professionalism, discretion, and confidentiality
- Self- Motivated with the ability to work without supervision and able to set & achieve goal
- Must possess basic computer skills
- High proficiency in Microsoft Office, Google Drive, Planning Center and Rock RMS preferred.
- Ability to follow detailed instructions and complete tasks
- Ability to maintain good attitude in difficult situations
- Must be able to work under pressure
- Must be willing to work overtime and adjust regular schedule to accomplish the necessary tasks
- Ability to follow detailed instructions, complete tasks and the ability to supervise multiple projects effectively
- Ability to maintain good attitude in difficult situations and must be able to work under pressure
- Experience with problem solving
- Exceptional organizational skills with a particular emphasis on follow through and attention to detail
- Ability to create, analyze and maintain project budgets
- Must be willing to work overtime and adjust regular schedule to accomplish the necessary tasks
- Ability to articulate and implement the vision of Citygate Church.
- Demonstrated understanding and commitment to working in culturally diverse setting

**II. Core Values in Daily Life:**

- Attitude of Honor- Show reverence to God and others by practicing stewardship, pursuing excellence, and embracing a lifestyle aligned with the Citygate Honor Code.
- More Requires More- Demonstrate a servant's attitude by prioritizing unity, actively contributing, and demonstrating unwavering commitment to establishing a culture aligned with Kingdom principles.
- Take the Limits Off- Pursue spiritual growth through the gifts of the Holy Spirit, foster a mindset of creative and innovative thinking to dream big dreams and take big risks.
- Loyal to the Future- Clearly called by God to embrace and advance Citygate Church's vision, demonstrate loyalty through generous contributions of time, talent, and resources to shape the future of our local body of Christ.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

HR/Staff Representative: \_\_\_\_\_ Date: \_\_\_\_\_