**Position (Job) Description for Online Youth Group Supervisor**

**Job title**: Online Youth Group Supervisor

 (2 people in this role)

**Exemption status**: Non - Exempt

**Job type:** Temporary, part time

**Pay rate**: $25/hr

**# Hours/week**: 2 - 3 hours/week

**Hours and scheduling requirements**: Sunday evening youth group meeting

 Currently meeting 5:30PM to 7:30PM online

**Reports to: Senior Pastor**

**Bonuses/benefits**: none

**At Will**: This job description does not constitute a contract of employment; employment is “at will”, i.e., either the employer or the employee may terminate the employment arrangement at any time, for any reason or no reason at all, with or without notice.

**Job Purpose / Objective:** To provide adult supervision and guidance to on-line youth group meetings to maintain an open, welcoming, and positive environment during the youth meetings.

**Job duties and responsibilities,** *in priority order*:

Key Responsibilities:

* Host youth group online meetings to supervise the youth during game-time.
* Maintain and promote a welcoming environment with a spirit of cooperation among the youth during youth group meetings.
* Be a positive role model, mentor, and confidant who is passionate about his or her faith.
* Build positive relationships with parents, church, and families.
* Coordinate with youth leader who plans meeting activities
* Report feedback to Senior Pastor
* Direct youth to pastor for counseling, as needed.

**Qualifications**

Essential Qualifications:

* Minimum age:  23 (or minimum of 5 years older than oldest youth participant)
* Has or will Complete Safe Sanctuary Training
* Strong communication skills
* Comfortable speaking in front of people especially youth; at ease leading both large and small groups in games, programs, and discussions
* Open and honest about his or her own faith journey
* Social media skills
* Conflict mediation skills

Desirable Qualification:

* Previously a member of a church youth group (at Good Samaritan is preferred)
* Christian faith

**Job does not include**

* Developing curriculum for youth group meetings
* Teaching Sunday School
* Running other programs for elementary aged children
* Running programs for post graduates (young adults or older)

**Signatures**

My supervisor and I have discussed this position / job description. I understand and agree with the terms of this description.

Signature of employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_