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| ***Job Description*** | | | |
| **Job Title:** | **Youth Dream Team MA** | **Department:** | **Oaks Youth** |
| **Reports To:** | Youth Director | **Effective Date:** | 8/1/2023 |
| **Position Summary:** | | | |
| The Dream Team role serves to continually develop our leaders in areas that not only make them the best volunteers, but also make them the best follower of Jesus, friend, spouse, parent, and leader that they can be. We want to clearly present opportunities for more people to live out their calling to minister to the next generation. We want to have the best systems that steward the time and energy that our leaders invest in Oaks Youth. | | | |
| **Job Responsibilities & Duties** | | | |
| * Recruit volunteers to serve. * Manage the Volunteer Pipeline set in place by Oaks Church. * Manage the Oaks Youth specific on-ramp and Planning Center Online. * Create a welcoming, warm, and organized environment of leaders on a Wednesday night. * Create and manage a system that celebrates leaders; causing them to feel needed and known. * Know the volunteer needs in Oaks Youth and work to systemize and fill them. * Communicate with and manage Wednesday Night Team Leads. * Create a system that “closes the back door” of leader engagement. * Assist Youth Staff in planning and executing any Leader Training or Appreciation events. | | | |
| **Anticipated Time Commitment:** | | | |
| * Maximum hours allowed | | | |
| **Education and Experience** | | | |
| * High school degree or GED | | | |
| **Required Skills/Abilities** | | | |
| * ASANA for daily task management and interdepartmental communication. * FELLOWSHIPONE for data tracking and pastoring students. * PCO for volunteer scheduling. * TYPEFORM [many uses] | | | |
| **General Expectations:** | | | |
| * Commitment to continual growth in personal spiritual life and relationship with Christ * Attend Tuesday Staff Prayer Meetings, All Staff Meetings, “All Hands On Deck” Events * “Serve One and Attend One” at weekly Oaks Church Sunday services. * Support the vision, values and ministry of Oaks Church through tithing, serving, etc. * Proactive thinking and willing to learn and train others * Model a Godly life for volunteers * Be teachable with a humble and submissive attitude * Maintain all information confidential (about staff, projects, property, members, etc.) | | | |
| **FLSA Status: *(HR use only)*** | | | |
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