

LOCAL NYI PRESIDENT JOB DESCRIPTION

So you've been elected as your church's NYI President. Now what? Below you will find a list of local NYI Presidential duties (that has a nice ring to it!) You can also find this description in the official Church of the Nazarene Manual in Section 810.54-55).

1. THE RESPONSIBILITIES OF THE NYI PRESIDENT INCLUDE:

- a.** Chairing the NYI Council to cast a vision for youth ministry in the church.
- b.** Facilitating the development of youth ministry and working with the NYI Council to define the ministry focus in response to the needs of their young people.
- c.** Serving on the church board and submitting a monthly report to the board. A local church board may establish prior to the annual election a minimum age for the NYI president to serve on the church board; should the president be younger, alternate representation for NYI on the church board may be appointed by the NYI Council, subject to the approval of the board.
- d.** Submitting an annual report of ministry and finances to the annual church meeting.
- e.** Recommending the budget for the local NYI, as approved by the NYI Council, to the church board.
- f.** Serving as an *ex officio* member of the Sunday School and Discipleship Ministries International Board to coordinate youth Sunday School/Bible studies/small groups in the church.
- g.** Serving as a delegate to the District NYI Convention and the District Assembly. Should the president be unable to attend, a representative elected by the NYI Council and approved by pastor and the church board may provide alternate representation.

2. THE RESPONSIBILITIES OF OTHER NYI OFFICERS INCLUDE:

- a.** Developing and designating leaders for various local NYI ministries.
- b.** Being role models and spiritual guides for youth both within and outside the church.
- c.** Defining and assigning titles and youth ministry responsibilities in response to local church needs.
- d.** Distributing the following responsibilities to insure accountability and effectiveness:
 - (1)** Keeping a correct record of all meetings of the NYI Council and attending to all matters of correspondence for the local NYI.
 - (2)** Disbursing, receiving, and keeping records of NYI funds according to church board policy.

- (3) Compiling an annual financial report of all moneys raised and disbursed to submit to the annual church meeting.
- (4) Working with the NYI president to create an annual budget to present to the council and to the church board for approval.
- (5) Cooperating with the president in every way possible to facilitate the local NYI ministry.
- (6) Carrying out other ministries as assigned by the NYI Council.

810.55 PAID STAFF

1. When a youth pastor is employed in a church, the pastor, in consultation with the church board and NYI Council, assigns the responsibility for NYI to the youth pastor. In that case, the youth pastor carries out some of the duties otherwise designated to a local NYI president. However, the importance of the NYI president remains, in providing vital lay leadership, support, and representation for local youth ministry. The pastor, youth pastor and NYI Council work together to define the roles and responsibilities of the two positions and how they work together for the benefit of the church's youth ministry.
2. A youth pastor may not serve as the NYI president.
3. The youth pastor serves *ex officio* on the NYI Council, the Executive Committee, and the NYI Nominating Committee.
4. The youth pastor may serve as the pastor's designee for NYI-related responsibilities.
5. If a church has multiple paid staff that minister to specific age divisions within NYI, it may develop officers for each age division under staff leadership and determine from among those officers how NYI is to be represented on the church board.