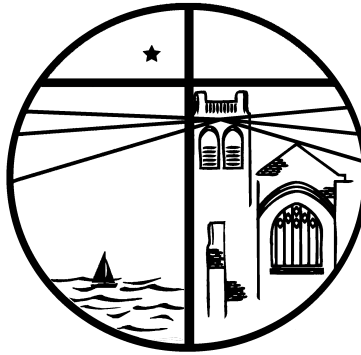




Grosse Pointe Memorial Church
Volunteer Job Description

YOUTH ADVISOR

Overview: The youth advisor supports the church's mission "continue God's transforming work by worshipping God joyfully, welcoming others graciously, supporting one another lovingly, and faithfully responding to our community and world with compassion." The youth advisor creates a safe, fun, loving and nurturing learning environment that promotes age appropriate faith development.

Responsibilities:

- Arrive 15 minutes prior to start of service or youth group
- Create welcoming and friendly environment that ensures the following:
 - Each student is warmly greeted
 - Visitors are given appropriate assistance
 - Everyone experiences an inviting and caring space
- Provide information to visitors as needed or upon request
- Introduce visitors to youth staff, volunteers, and other students of similar age when possible
- Ensure all students check in using automated system or sign-in sheet
- Encourage guests to complete a "welcome" card with contact information; if automated check-in is used, enter information into system, according to established protocols
- Record attendance using agreed upon format
- Facilitate group discussion, ensuring a safe environment: allow students to share authentically, ask deep questions, pray together
- Uphold safety protocols:
 - Be confident in emergency response procedures and your role in them
 - Complete required safe church training
- Attend scheduled trainings. (3-4 per year)

Relationships:

- Reports to the associate pastor, who ensures support needed to thrive in this role, including mentoring for leadership development, consistent and clear communication, support to build teams, and improve systems and processes.
- Serves in community with members of youth volunteer team and engages with other youth volunteers

Time Commitment: 2 hours once per week; 30 minutes of preparation if leading the week's lesson

Special Talents, Skills Preferred: Hospitality and hosting skills, ability to facilitate conversation, engaging personality, love for teenagers, reliable, dependable

Resources and Training Provided: Safe church training and bi-annual ministry trainings

Contact: Click [here](#) for the appropriate contact information for the leader of this ministry area. We'd love to have a no-strings attached conversation about your interest in this position!

Revised 06/21/2026