

# Y.O.U. Sponsor & Uniteen Leader Job Description

## **Qualifications**

- Has general understanding of Unity principles
- Has been a participant of the church for at least 6 months
- Some experience working with teens
- Background check completed (*Church will arrange for this*)

## **Commitment**

- Willing to make a commitment of one year to the Youth Ministry Program
- Available a minimum of 2 Sundays per month (*New sponsors/leaders will work with existing group for 4-6 weeks to make sure it is a fit on both sides.*)
- Participate in scheduled trainings and meetings – if unable to attend, contact Youth Director/Minister for notes
- Sponsors are willing to be a “Team Player” and understand the Y.O.U. chapter & Uniteen group and the sponsors/leaders operate under the umbrella of the church and under the direction of the Youth Director/Minister.
- Willing to accompany YOUers and Uniteens to local and regional rallies and retreats. Sponsors also oversee the group’s transportation to and from events and are participants and chaperones during the events.
- Make sure that registration paperwork and medical release forms for activities are filled out correctly and funds are collected, then all are submitted to the Youth Director/Minister in a timely fashion.

## **Responsibilities to the Youth Director/Minister are to:**

- Develop a good relationship with
- Communicate their needs to
- Request resources from: (*Curriculum, supplies & event finances*)
- Communicate absences promptly
- Communicate ideas for lessons, curriculum, social activities, fund raisers, service projects and special events before moving ahead with plans.

## **Responsibilities to the Teaching Team are to:**

- Hold one another in prayer
- Communicate with the regularly and clearly
- Coordinate lessons
- Prepare quality, creative lessons
- Define roles and responsibilities

## **Responsibilities to the Students are to:**

- Hold everyone in prayer
- Be on time to greet everyone as they arrive
- Get to know them individually
- Build relationships with students/families
- Plan outside activities with
- Encourage regular Sunday attendance
- Communicate by e-mail
- Recognize visitors and make them feel welcome
- Be prepared with the lesson
- Pass on regional newsletters and other communications
- Have two adults in each classroom

### **Responsibilities to the Curriculum are to:**

- Use what is supplied by your Youth Director or Minister or discuss ahead of time changes you would like to make.
- Become well acquainted with
- Have a basic understanding of the scope and sequence
- Be prepared with your lesson plan and supplies each time you are teaching

### **Responsibilities to the Room**

- Maintain an appropriate teaching environment
- Communicate needs to the director
- Maintain supplies

### **What You Will Receive**

- A Director/minister to coordinate, support and guide the program.
- Curriculum materials and supplies for all of the lessons and activities.
- Training opportunities.
- A free CD of the Sunday service.
- Opportunities to develop new skills.
- A supportive, responsive and loving environment.
- Accelerated spiritual growth!

## **The Five Phases of Leadership**

- Sponsors/leaders help to guide and direct the teens to encourage their spiritual growth.
- They are a “coach” and work with teens in planning and presenting Sunday experience.
- They encourage the development of teen officers and meet with them at least once a month to plan the Sunday lessons, set up a 3-month calendar of events of the chapter.
- They act as mentors and encourage YOUers/Uniteens to take responsibility for their own circumstances and how to apply Unity principles to their situations.
- Along with helping the YOUers grow spiritually, a very important role of the sponsor is to help develop leadership with the teens which will benefit them in all areas of their life.

Follow this format when encouraging leadership development:

### **I Do It**

Before delegating authority or responsibility, the person in charge should go first. That is, in order to model effective leadership, do it yourself first.

### **You and I Do It**

Invite the teen to work along with you.

### **You Do It, I Will Support**

After working together with a teen, we can usually determine when it is time to “step aside” and allow him or her to lead. When this time comes, ask the teen to take charge and let him or her know you will be close and supportive.

### **You Do It, I Will Move On**

This phase may be the hardest phase to move into, because of the ego. If we seriously want to transfer leadership, then this phase is a “must”. Part of the beauty of this phase is that you will discover teens can do a good job.

### **You Teach Someone Else**

This perhaps, is the most exciting phase of all, for it truly involves the extended involvement of more people teaching others. This phase is something you can help your new leaders learn by teaching them the above phases and allowing them to practice them with others.