



Youth Investment Foundation / Timber Bay

Job Title:	Outreach Worker	Funding:	Personal Support Raising as Deputy Fundraiser. Training Provided or Non -Support Raise
Position Category:	Direct Ministry	Classification:	Nonexempt
Location:	TBD	Travel Required:	Travel Required
Salary or Hourly Pay Range:	Salary experience step or hourly rate TBD.	Position Type:	Full-time, Part-time, Intern or Volunteer
Reports To:	Area Director after training.	Date Posted:	Current
Assigned Trainer / Coach:	Assigned after offer and acceptance.	Posting Expires:	

External Posting URL:	List various sites here
Internal Posting URL:	https://timberbay.org/jobs-volunteering/

For An Application Please Contact:	
FAX OR EMAIL: 763.478.0501 or recruiting@timberbay.org Subject Line: Interested in Position.	MAIL: Laura Tolifson Youth Investment Foundation / Timber Bay 1364 Hamel Rd Medina, MN 55340

Job Description
<p>PURPOSE OF ORGANIZATION</p> <p>Timber Bay exists to bring the hope and love of Jesus Christ to youth.</p> <p>ROLE AND RESPONSIBILITIES</p> <p>An Outreach Worker is a key person in fulfilling our purpose and has an integral role within Timber Bay Community ministry with youth in need of a mentor. Responsibilities of an Outreach Worker focus in four areas:</p> <ul style="list-style-type: none"> ● Personal Support Development, ● Community Programming Assistance, ● Attending and Participating in Camps and Retreats, ● Business and Ministry Management. <p>Specific responsibilities can include:</p> <ol style="list-style-type: none"> 1. Building relationships with youth who are in need of a mentor. 2. Assisting the Area Director in building relationships with community professionals like school counselors, police and social workers. 3. Assisting in planning and conducting regular large group events. 4. Developing and leading small groups. 5. Developing individual mentor relationships with youth under the supervision of your Area Director.

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6. Attending camp trips and assisting in its programming and supervision.
7. Establishing good communication with your Area Director and other staff members.
8. Raising funds for your salary, benefits and expenses as paid staff.
9. Coordinating and following through on special trips, events or activities as requested by the Area Director.
10. Completing administrative tasks such as expense reports, newsletters, and reporting.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Because of the nature of our work with youth, we hire people with a high level of integrity and compassion for marginalized youth. As an Outreach Worker, you come to Timber Bay with:

- Your personal life in order in areas like your relationship with Christ, family relations, social and psychological adjustments.
- A commitment to a local church's body of believers.
- A care and comfort relating to youth.
- Physically fit enough to do programming in community and camping ministry.
A desire to continue learning in areas relevant to your ministry to youth such as Bible study, abuse prevention and family systems, chemical dependency treatment, etc.
- A completed application on file including a clear background check and thorough reference check.
- A signed Code of Conduct and Statement of Faith on file.
- A desire to follow through with our training process.

SKILLS, GIFTS AND TALENTS

We prefer the Outreach Worker to operate their ministry out of the skills, gifts and interests they already possess. People skills, listening skills, leadership skills and being part of work teams are important skills to possess and grow in. While training in fundraising is provided, communicating the ministry vision and need for partners is critical.

ADDITIONAL NOTES

The Outreach Worker will strive to:

- Maintain an image that honors Jesus Christ with professionals in the community. Professional approach to Timber Bay youth means relating to youth in love, with objectivity, with a moral ethic and confidentiality.
- Demonstrate proper use of loving limits and control to maintain programs that honor God and ministers to teens who may have behavioral challenges. They will also be attentive to the needs and concerns of the parent(s) of the youth we serve.
- Not only participate in the team in their community Timber Bay ministry, but also work in teams with other Area Directors, Outreach Staff, Camp Staff and Central Service Support Staff.
- Be trained in and follow our business management practices, programming and safety protocols and working procedures.
- Understand and maintain the standards of the Evangelical Council of Financial Accountability (ECFA).

As a deputized organizational fundraiser, the candidate's salary, expenses and benefits are solely dependent on their personal financial development.

Candidate understands that any employment, both paid or unpaid, which might be offered to me by YIF is "at will" and of indefinite duration, that either I or YIF may terminate that employment at any time, with or without notice and for any reason, that no agreement to the contrary will be recognized by YIF.

Reviewed By:	Name	Date:	Date
Approved By:	Mark Ritchie	Date:	4.5.2023
Last Updated By:	Leah Freichels	Date/Time:	4.3.2023