



Youth & Children's/Next Gen Associate

Full-Time Job Description¹

1001 Buchanan St • Topeka • KS • 66604 • (785) 232-3316 • Visit our website at www.tfnaz.org

Church Mission: Living toward Jesus and helping others do the same
Position Type: Full-Time/Salaried for graduates¹
Compensation: \$40,000¹
Reports To: Terry Frizzell, Senior Pastor

Position Overview

The Youth & Children's / Next Gen Associate provides **spiritual leadership, relational care, and ministry direction** for children, teens, and their families at Topeka First Church of the Nazarene.

This role is designed for someone who loves **being present with kids and students**, building trust with families, and helping people take meaningful steps toward Jesus. You'll lead weekly ministries, support and empower volunteers, and help shape a **refreshed and sustainable vision** for next-generation discipleship.

We are not simply looking for a program manager—we are looking for a **pastoral presence** who brings energy, consistency, and heart to our children's and youth ministries, and who is excited to help our church grow into its next season.

Who This Role Is For

This role is a great fit for a **Jesus-centered, relational leader** who feels called to invest deeply in kids, students, and families and who enjoys both **hands-on ministry and team leadership**.

The right person for this role:

- Loves Jesus and desires to help others follow Him
- Is comfortable building relationships with children, teens, parents, and volunteers
- Thrives in environments where presence, consistency, and trust matter
- Takes initiative and enjoys helping ministries move from maintenance to growth
- Is excited to step into a combined children's and youth role and shape its future

You don't need to have everything figured out—we value **humility, teachability, and a willingness to grow** just as much as experience.

Key Responsibilities

Spiritual Leadership

You are someone who:

- Models a growing relationship with Jesus
- Prays regularly for children, teens, families, and volunteers
- Creates environments where students are encouraged to explore faith and follow Christ

Relationship Building

You enjoy:

- Being present with kids and students through conversations, events, and everyday moments
- Building trust with parents and families
- Engaging the church and community through schools, activities, and outreach

Children's Ministry Leadership

You will:

- Plan and lead engaging Sunday morning children's ministry
- Coordinate outreach opportunities and special events
- Create safe, welcoming environments where children feel known and loved

Youth Ministry Leadership

You will:

- Lead weekly youth gatherings and discipleship opportunities
- Plan monthly activities that build belonging and spiritual growth
- Encourage student leadership and consistent participation

Junior Quizzing Support

You are willing to:

- Encourage and support students involved in Junior Quizzing
- Attend events when possible and assist with transportation using the church van

District & Denominational Engagement

You will:

- Promote district and denominational opportunities
- Help coordinate logistics such as transportation, chaperoning, and communication
- Plan & facilitate fundraising as necessary

Volunteer Development

You enjoy:

- Recruiting, training, and supporting volunteers
- Partnering with parents and families in ministry
- Building clear systems that help volunteers serve joyfully and sustainably

Ministry Vision & Development

You will help:

- Evaluate and refresh the structure and vision of children's and youth ministry
- Build systems that support long-term growth and health
- Discern future staffing or leadership development needs alongside church leadership

Optional Preaching & Teaching

- Occasional preaching or teaching opportunities are available for those interested

Why This Role Matters at TFN

Topeka First Church of the Nazarene is in a strong and exciting season. God has blessed our church with generous people, financial stability, and excellent ministry spaces—including a teen room, gym, and children's ministry areas.

Currently, our church family includes approximately:

- **24 elementary-aged children**
- **24 middle and high school students**

While many attend church regularly, about half are actively engaged in children's or youth programming. Over the past year, faithful volunteers have stepped up to lead during a season of transition. Now, we are ready for a **dedicated staff leader** who can bring consistency, energy, and vision to help kids and students move from watching on the sidelines to fully engaging in ministry.

Located near to **Topeka High School, Robinson Middle School, and Lowman Hill Elementary School**, our church has incredible opportunities for outreach and invitation. Our next-generation ministries are primed for growth—we're simply looking for the **right person with the right heart** to help lead the way.

Schedule, Expectations & Flexibility¹

- Full-time position (minimum 40 hours/week)¹
- Some weeks will require additional time due to events or seasonal ministry needs
- Leadership is committed to healthy rhythms, boundaries, and sustainability
- Flexibility and creative scheduling are encouraged in this combined role

The exact shape of the role can be refined based on gifting, experience, and ministry needs.

Compensation & Benefits – Full-Time Salaried¹

- **\$40,000 total compensation package**, structured across:
 - Salary
 - Housing allowance (if applicable)
 - FICA or SECA taxes, depending on ministerial licensure
- **Additional \$3,000 annually** available for candidates who:
 - Have administrative or digital skills
 - Are willing to manage the weekly bulletin, website, and social media
- Health insurance is not currently provided, though affordable coverage has been available through the Health Care Exchange for current staff.

Next Step

If God stirs your soul to consider further conversation with Pastor Terry, reach out to him via tfnaz1@gmail.com or send a message to him via our [CONTACT PAGE](#).

¹TFN is willing to consider a team-approach to this position, i.e., a husband and wife sharing the areas of responsibility (children & teens), ministry partners, etc. However, the total compensation will remain at \$40,000 and will be divided as negotiated with the “team”.