

POSITION POSTING

Professional Youth Advisory Council (PYAC)

Guiding Coalition Team Member

Mission Statement:

It is the PAC's mission to support the CLJC's business profile to proactively include innovative strategies and proposals. We commit to partnering with our senior leadership by creatively and successfully introducing new business goals and objectives through our youth.

Objectives

To engage in the continual professional growth and development of CLJC by way of utilizing young minds to implement and create patterns of change and leadership to and for the betterment of Church Business and general camaraderie within our culture on a National Level.

The Position: We are looking for key contributors who are between the ages of *25-45 to assist and work within the Advisory Council. This position reports to the Committee Chair, who reports to the General Overseer.

Requirements:

- Must have a strong Christian foundation and unwavering belief in Jesus Christ
- Must be a member in good standing in the Church of the Lord Jesus Christ of the Apostolic Faith, headquartered at 701 S. 22nd Street in Philadelphia, PA
- Must be an active participant within the church organization
- Must be 25-45 years of age (Exceptions will be considered by Committee Chair in consultation with the Core group)
- Must have strong written and verbal communication skills
- Must have the ability to work well with others while utilizing a global mindset
- Must be able to work with different levels of management and management styles as needed in position
- Must have strong problem solving and decision-making skills
- Must have leadership and presentation skills
- Must be proficient in change management
- Must be dependable and able to meet deadlines
- Must have keen business acumen and analytical skills
- Must have the ability to maintain confidentiality

Responsibilities:

- Retrieves and organizes ideas and proposals for the betterment of church business
- Researches and develops plans and actions for specific focus areas in conjunction with the person(s) offering the proposal(s)
- Advocates and demonstrates continuous improvement by adjusting to new ways as conditions and priorities change which may include learning new skills
- Takes initiative by being a part of the solution and assisting in the resolution of issues/problems resulting from change
- Keeps work group informed, speaks and writes clearly and concisely
- Actively listens to the recommendations of others while seeking clarification and offering alternatives as appropriate
- Communicates in a timely, proactive manner, receives directions and feedback well
- Sets priorities and establishes a realistic action plan while anticipating potential issues impacting the plan
- Develops and follows procedures for ensuring quality, is detail-oriented, maximizes resources, meets deadlines, and follows through on assignments
- Identifies problems and seeks resolution through sound judgment and solid decision-making skills, where appropriate

- Directs problems to Council chair for remedy when assistance is needed
- Acts as a liaison with other resources/departments as appropriate
- Collaborates and builds trust among others, treats people fairly, equally and respectfully, promotes camaraderie when appropriate
- Priorities commitment and reliability in getting the job done efficiently, timely, professionally and accurately
- Balances multiple projects simultaneously and maintains the personal, technical and professional skills needed to perform job duties
- Consistently strives to improve these skills and represents council positively
- Perseveres and remains positive while promoting positive change.

***Additional age exceptions will be considered by Committee Chair**

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