

Vaughn Burkett  
(208) 407-9407  
vaughnburkett@gmail.com  
www.facebook.com/vaughn.burkett  
7786 E Springfield Drive  
Nampa, ID 83687

**Relevant Skills:**

Staff development  
Team leadership  
Project management  
Self-motivated  
Strong verbal communication  
Conflict resolution  
Extremely organized

**Employment History:**

**Current: 1) Immanuel Lutheran Church--Administrative Director**

**2) Christian Faith Center ( lay minister)**

- New Believer Follow up Coordinator
- Growth Tracks Leader
- Prayer Team

**August 2016-June 2017—Gem Prep Nampa**

**Partner Teacher / Technology**

- Support all staff and teachers in the use of classroom technology.
- Prioritize and schedule problems. Escalate problems, when required, to the appropriate person.
- Apply diagnostic utilities to aid in troubleshooting.
- Access software updates, drivers, knowledge bases, and frequently asked questions resources on the Internet to aid in problem resolution.
- Identify and learn appropriate software and hardware used and supported by the organization.
- Perform hands-on fixes at the desktop level, including installing and upgrading software, implementing file backups, installing and upgrading hardware, and configuring systems and applications.

**May 2014 –April 2016 Celebrate Life Church-Nampa, ID**

**P/T Administrative/Executive Pastor**

- Organizing and administrating our First Impressions Teams ( ushers, greeters, etc.)
- Training teams and recruiting new members
- Developing Christian education curriculum
- Teaching, Speaking, Leading
- Administrating daily office function of staff
- Developing policy, ministry/job descriptions, etc.
- Developing programs for youth, young adults, and children
- Leading staff meetings and leadership training times.

**--May 2006—October 2013 Meridian Assembly of God—Meridian, ID**

**Young Adult/Youth Pastor**

- Organizing and administering our Student Ministry
- Budgeting, accounting and book keeping for multiple budgets.
- Preparing curriculum, messages, and training meetings
- Developing lessons, curriculum, and training for classes, meetings, and volunteer training.
- Developing and operating program material
- Leading a staff of volunteers to operate ministry
- Speak to students, adults, and leadership teams weekly.
- Organized, promoted, and started community events
- Fundraising for retreats, camps, events, and ministry budget
- Substitute teaching in Area High School and Middle School

- Hospital Visits
- Mentoring/Counseling
- Conflict resolution and crises management
- Youth Camp Counselor and Assistant Sports Director
- Analyzing trends and data to develop relevant programs for students.
- Troubleshooting computer, technology, media issues

**-July 2001—April 2006 Glad Tidings A/G Middletown, PA  
Youth Pastor**

**-March 1999—July 2001 Calvary Christian Center The Colony, TX  
Youth Pastor**

**-December 1994—March 1999 Edgewood A/G Edgewood, MD  
Youth Pastor**

**-June 1993-December 1994 Hedgesville A/G Hedgesville, WV  
Youth Pastor**

**-January 1992-June 1993 Lighthouse Tabernacle Pennsburg, PA**

**Education: B.S Bible, Youth Ministry, Valley Forge  
Christian College, Phoenixville, PA**

**References:**

Rev. Doyle Fulks- (208) 466-8101  
 Rev. Monty Sears—(208)-467-7777  
 Rev. Bill Seale-(520)-850-2202  
 Rev. Phyliss Ivie-(208)-409-0475  
 Rev. Samuel Mayeski-(717)-713-4626  
 Rev. Rick Mccoy-(214)-714-8637  
 David Cdebaca (208)-871-9004  
 Jason Dilissio (717)-439-3128