



Position Description

## Director of Student and Young Adult Ministries

<b>Employee Classification:</b>	This is a full-time exempt position.
<b>FPC Mission:</b>	Our mission is to invite all people to say “yes!” to Jesus with their whole lives.
<b>Purpose:</b>	The purpose of this position is to provide vision and leadership for the Student and Young Adult Ministries of FPC. This staff member will provide oversight for volunteers who work with high school and middle school ministries and will recruit and equip volunteers to start a college ministry and a young adult ministry.
<b>Accountability:</b>	This position reports to the Associate Pastor of Equipping and Engaging. Supervises any summer Student and Young Adult Ministry Interns. Recruits, trains, and oversees all Student and Young Adult Ministry volunteers.

### Essential Traits:

- Vibrant and growing personal relationship with Jesus Christ, cultivated through established disciplines of prayer, Bible study, fellowship, and worship.
- Possesses an understanding of and appreciation for Presbyterian polity (church government) and Reformed theology, especially as expressed in ECO: A Covenant Order of Presbyterians.
- Has a solid understanding of and is skilled at teaching spiritual formation and discipleship.
- Demonstrated experience as a leader with the ability to build a team of volunteers.
- Has a passionate love for students and their families.
- Demonstrated ability to effectively engage with youth, parents, and volunteers.
- Has a deep appreciation for and commitment to the work of the larger church beyond the area of youth ministry and encourages intergenerational ministry.
- Participate in the worship life of the church.
- Has an undergraduate degree.
- Has at least 3 years’ experience in youth ministry.

### Responsibilities:

#### General Responsibilities:

- Lead the youth ministry volunteers, in collaboration with discipleship staff, to set and refine the philosophy, vision, and culture of the youth ministry at First Presbyterian Church. Work with the church staff, the Discipleship Committee, youth volunteers, and parents to create an engaging ministry of community, discipleship, and outreach.

- Participate in the pastoral care of the youth ministry, including developing and maintaining positive relationships with church youth, parents, and volunteers.
- Oversee the day-to-day operations of the Student and Young Adult Ministries at First Presbyterian, including Sunday School, weekly programming, Confirmation, trips, and special events.
- Recruit and equip volunteers to start a college ministry.
- Recruit and equip volunteers to start a young adult ministry.

**Specific Responsibilities:**

- Responsible for the coordination, planning, and execution of programming for the Student and Young Adult Ministries. This currently includes:
  - Sunday school
  - Small groups
  - Other weekly programming
  - Confirmation
  - Retreats, mission trips, fundraisers, and other special events
- Responsible for recruiting, engaging, and training youth ministry volunteers. Volunteers include middle school ministry leaders, high school ministry leaders, Sunday school teachers, small group volunteers, trip chaperones, and Confirmation leaders.
- Oversee and participate in regular contact work with youth, parents, and volunteers to build a relational ministry.
- Communicate with students, parents, and volunteers about ongoing youth ministry activities and news.
- Manage to the approved Student and Young Adult Ministries annual budget.
- Develop and oversee a transition plan of middle school students to the high school ministry.
- Keep track of high school students that transition to college and provide meaningful connections while they are away. Oversee outreach to local college students and create a relational, supportive college ministry.
- Oversee outreach to young adults and create a relational, supportive young adult ministry.
- Recruit, hire, and supervise any summer interns.

**Staff Responsibilities:**

- Attend all staff meetings and retreats in which staff are expected to participate.
- Be a constructive and helpful support to other members of the staff, and work in collaboration to help better the ministry of the whole church.
- Serve as a team player committed to mutuality and accountability in the body of Christ.
- Other duties as may be assigned consistent with the rationale for this position.

**To Apply:** Please send your resume and a brief summary of your journey of faith to Amy Carlan: [amyc@1stpres.com](mailto:amyc@1stpres.com)