



standrews
presbyterian church

POSITION DESCRIPTION

Position Title: Director of Student Ministries
Department: Discipleship Ministries
Reports to: Lead Pastor
Accountability Chain: To God through the Session (Elders) and the Lead Pastor
FLSA Status: Part Time, Non-Exempt (24 hours per week)
Date Revised: 5/4/2022

Position Summary:

The purpose of service as the Director of Student Ministries is to bring glory to God by leading all aspects of student ministries at the church and seeking to reach new children and youth for Christ in the community. This position will have student ministry work of ordinary difficulty and responsibility as a person who is the central visible leader of elementary through high school age students for Christ in the community. We are seeking a person who:

- Has a committed and growing relationship with Jesus Christ.
- Is passionate about children and youth and their families.
- Committed to evangelism of children and youth and their families.
- Effective communication skills-written, verbal, and interpersonal.
- Well organized with strong team building, motivational, and leadership skills.
- Ability to multitask, manage projects, and delegate effectively.
- Accountable and trustworthy at meeting deadlines.
- Reliable, takes initiative, and self-motivated.

Essential Functions of the Job:

Disciple-Making

- Actively participate and implement regular weekly programs and special activities for children and youth (PreK-High School), using Bible-based, evangelism-focused, session approved curriculum, weekly Bible Study, and evening fellowship groups.
- Reach out to students in the community who are not believers. Develop and integrate Young Life and the church youth ministries into an overall outreach strategy.
- Coordinate big events for children and families on site, in conjunction with Church events such as: Easter Egg Hunt, Fall Activities, VBS, Trunk or Treat, Jingle Jam etc.
- Implement (or develop and direct) a program for Middle and High School students to regularly serve in mission projects, locally as well as other areas.
- Teaching Christian Formation and developing mature disciples.

Leadership Development

- Identify, recruit and train volunteers for children and youth ministry.
- Develop a team of leaders that can function in times of absence or emergencies.

Knowledge, Skills, Abilities

- Dynamic teacher able to teach tenets of the Christian faith, fundamental Christian values and how to apply these to life situations.
- Wisdom to listen to and incorporate the ideas and needs of the students in the program design.
- Good computer and social networking media skills.
- Strong organizational and interpersonal skills.
- Experience with coordinating special events and VBS is a plus.
- Must be able to use standard office equipment and audio-video equipment.
- Music skills a plus.
- Willing to learn and grow as the ministry evolves.
- Lead Confirmation class, Worship and Sacraments class, as well as high school membership class as needed.
- Coordinate with worship leaders to integrate youth into worship services.

Physical efforts/Requirements

The following are typical physical demands of the job, reasonable accommodations may be provided.

- Must be able to constantly remain in a stationary position.
- Must be able to bend, stoop and kneel on a regular basis.
- Must be able to frequently communicate with members, staff and vendors.
- Must be able to exchange accurate information.
- Must be able to transverse on all types of surfaces.
- Must be able to frequently transverse throughout the campus.
- Must be able to lift, push and/or pull up to 50 pounds.
- Must be able to occasionally lift equipment.
- Must be able to perform repetitive hand and arm manipulation.
- Must have reliable transportation and be able to work in adverse weather conditions.

Credentials/Experience

- Prefer minimum of two years experience in children and youth ministry or equivalent.
- Have valid driver's license preferred.
- Must pass a background screening.
- Must pass a church provided course in working with minors.
- Presbyterian background preferred.

Spiritual Characteristics:

- Evangelism, teaching for faith, encouragement, proclamation, and nurturing leadership desired.
- Gracious, Christ-like demeanor in demanding situations.

Approvals:

The above listed information is not intended to be an exhaustive list for this position. This list is intended to be a model of the level and complexity of work generally performed by a person in this position. This job description may be changed due to evolution of the position or to reflect the special abilities or disabilities of the person in the position.