

Presbyterian Church in America
Ministry Opportunity Form

Job Title: **Youth Director and Pastoral Ministry Assistant**

Contact Information:

Church Name: **Community Presbyterian Church**

Presbytery **North Florida Presbytery**

Address: **PO Box 206, Live Oak, FL 32064**

Contact Name: **Randy Wilding (Pastor)**

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Search Committee
Chairman **Randy Wilding**

Job Description:

Job description and Community Presbyterian Church Ministry plan on adjoining pages.

Community Presbyterian Church Ministry Assistant Job Description

General

1. To be in agreement with the CPC Purpose, Vision, Mission, Values and Strategic Ministry Plan.
2. To understand and be in agreement that CPC Ministry Assistant position involves three main responsibilities: 1) Youth Leader, 2) Christian Education Coordinator, and 3) Pastoral Assistant

Youth Leader of our PIC (Partners in Christ) - 60 % of time

3. To communicate and coordinate with the Pastor, Session and CE Ministry Team regarding upcoming planned Youth Activities / Events / Projects.
4. To prepare and teach a weekly study (Sunday School) and facilitate a weekly fellowship ministry (Wednesday nights) with the teenage youth of the church.
5. To coordinate and facilitate with the CE Ministry Team, parents and youth participation in an age-appropriate camp for as many youth and children as possible.
6. To coordinate and facilitate with the CE Ministry Team, parents and youth various activities throughout the summer that will promote and seek to achieve the purposes of the PIC Youth Ministry.
7. To establish mentoring relationships with the youth.
8. To assist the VBS Coordinators as requested during preparation for and the week of ministry during our Summer VBS.
9. To disciple the youth toward spiritual maturity that reflects growth in the Fruit of the Spirit and equipped in service and evangelistic outreach

Christian Education Coordinator - 15% of time

10. In conjunction with the pastor, Session and CE Ministry Team help develop and communicate a CE philosophy of ministry and propose curriculum to accomplish this ministry objective among the children and youth (ages 2-18).
11. Recruit teachers and workers and conduct teacher training as needed.
12. Order curriculum and teaching materials as needed in conjunction with the teachers and the Administrative Assistant.

Pastoral Assistant - 25 % of time

13. To meet with the pastor as needed for prayer, mentoring, accountability, and feedback regarding ministry issues and spiritual development.
14. To read books and materials as requested by the pastor on matters relating to ministry and spiritual-life development.
15. To assist the pastor in conducting pastoral visits.
16. To assist the pastor with appropriate administrative tasks.
17. To attend scheduled CE Ministry Team planning sessions and Sunday prayer sessions.

Community Presbyterian Church

2010 Ministry Plan:

Purpose: Why do we exist?

To glorify God and to rejoice in Him.

Vision: What are we trying to accomplish?

Be a community of God's People that seeks to lead the residents of Suwannee County and nearby surrounding areas to encounter the reality of God in Christ, so that they too might experience the life-transforming power of the gospel of Jesus Christ.

Motto: Developing disciples and leaders for God's glory.

Mission: How do we plan to accomplish our Vision?

By developing spiritually mature followers of Christ who are committed to their calling as leaders in their family, community and church congregations.

Core Values: The values that motivate our church life as we seek to accomplish our mission?

Leadership – commitment to the development of spiritual maturity.

Integrity – commitment to personal and public character development

Faithfulness – commitment to the truth revealed in God's Word.

Excellence – commitment to doing our work and ministry to the best of our abilities with the motivation to honor God.

Ministry Aim: What discipleship qualities are we seeking to produce in the lives of our covenant children, youth, members and friends through our church's ministry?

A. Love of God

Worshipful – Live each day with the awe-inspiring sense of God's presence that regularly begins in the joyful weekly celebration of God with his People

Obedient – Live with a commitment to love God supremely with obedience to His commands

Abiding in Christ – Live with sense of conviction to sin, heart-felt repentance, faith and daily communion with Christ through Bible meditation and personal prayer

B. Love to One-another in the Body (Church)

Loving – Live with kind-hearted, caring, compassionate and self-giving acts of service toward those in our own personal family and those outside our family

Serving – Live as a willing servant of Christ who understands and utilizes their God-given gifts for the up-building of others in the Body of Christ

Reproducing – Live in an accountable relationship with others in which we are being trained in the knowledge and character of Christ in them

Gracious – Live with an understanding of the gospel of grace so that we are forgiving of others, charitable in our words and deeds, and joyfully thankful

Relational – Live with authentic, honest, encouraging relationships with others within your personal family and with others in the church family

C. Love for a Lost World

Mission-minded – Live with the daily awareness that you are God's chosen instrument to demonstrate and communicate the Good News of God in Christ and who make it an intentional part of your life to explain the gospel to those who are interested

Stewards – Live with joyful responsibility using wisely and generously our time, God-given abilities and financial resources for the sake of the Kingdom of God

Spiritual – Live by the Spirit's empowerment and guidance for our daily decisions together with the evidence of the Fruit of the Spirit in one's daily life.