

WESTMINSTER PRESBYTERIAN CHURCH OF AMERICA IN FORT WALTON BEACH, FLORIDA

Assistant Director of Youth and Family Ministries: Job Description

Position Overview: Part-time partner with the Director of Youth and Family Ministries in outreach, evangelism, and discipleship of the girls, young women, and families of our church's neighborhood.

Purpose: The Youth and Family Ministries of Westminster has grown significantly through outreach efforts in our neighborhood. There are currently about 50 children and youth participating in our kids' and youth programs whose parents are not involved in our church. Our church is in need of a young woman who could help coordinate and lead the effort to evangelize, disciple, and integrate about 30 girls and young women into our church while also reaching out to their families.

Primary Responsibilities

- Intercessory Prayer for the young ladies of our neighborhood and our church
- Personal growth in godliness and faithful modeling of faith, love, holiness, and character
- Taking initiative in individual discipleship efforts of young ladies
- Following up with visiting and fringe girls, young women, and their families
- Assisting in executing regular youth and children's events
- Planning and leading girls-only events from time to time
- Meeting regularly with the Director of Student and Family Ministries
- Being a supportive member of Westminster

Secondary Responsibilities

- Driving the church van for Pick-Up and Drop-Off on a rotating schedule
- Assisting in chaperoning rides in the church van on a rotating schedule
- Assisting in recruiting and training volunteers
- Advising and/or assisting the Director of Student and Family Ministries in evaluating, planning, and publicizing Youth/Children's events, activities, and trips
- Being a source of camaraderie and encouragement for all the volunteers of the Youth and Family Ministry and the Director of Student and Family Ministries

Qualifications/Expectations

- Passionate follower of Jesus Christ
- A lover of the Bible, committed to Reformed theology, supportive of the PCA
- Outgoing, friendly, warm, sociable personality. Enjoys meeting new people, building relationships with people from different backgrounds, ethnicities, cultures etc.
- Enjoys working with both youth and children
- Able to balance fun and laughter with discipline and reverence
- Prior experience in ministry
- Works well with others
- Able to lead and speak in front of youth
- Female
- High school graduate.

Working Conditions

- Approximately 20 Hours a week at 10\$ an hour (will vary somewhat depending on seasons/events etc)
- Ultimately under the authority of the session of Westminster, but supervised by the Director of Student and Family Ministries and the Oversight Committee

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Weekly Youth Programs of Westminster

NexGen: The Youth Group (Sunday nights)

Mission: To Grow, Love, and Serve

Vision: for the next generation of Westminster and our neighborhood to become disciples of Christ

Kids' Club: Youth-led outreach program to our neighborhood (Wednesday nights)

Mission: To Befriend and Evangelize the elementary-age children of our church's surrounding neighborhood

Vision: to be a shepherd seeking the lost sheep, to be a bridge to our neighborhood, and to be a farm for our youth group's future

God really is at work in us and through us! We are seeing youth come to faith, grow in character, and join our church! This is an exciting opportunity for someone with a passion for youth and children's ministry!

If interested, please complete application below and send resume to Knox White at sknoxwhite@gmail.com

Westminster Presbyterian Church of America

2 Woodham Ave

FWB FL 32547

Assistant Director of Youth and Family Ministries:

APPLICATION

I. Personal Information:

Full Name: _____

Date of Birth: ____/____/____ Best Phone Number: (____)-____ - _____

Email: _____

II. Education and Background:

High School Graduation Year: _____ High School: _____

Home Town(s) _____

Under-Grad Year: _____ College/University: _____

Post-Grad Education (Seminary, Masters, etc.): _____

III. References:

Reference #1 (General Reference on Personality, Gifts/Abilities, Work Ethic, etc.)

Name: _____ Phone Number: _____

Email: _____ Relationship: _____

Reference #2 (Spiritual Reference on your Testimony and Ministry abilities. Ie. Pastor, Youth Pastor, Campus Pastor, Mentor, Friend, etc.)

Name: _____ Phone Number: _____

Email: _____ Relationship: _____

(Before being accepted to this position, a background check is required. If you know you have a criminal record, please inform us about that upfront. Not all criminal records are disqualifiers, but some are.)

Please write a brief statement about your faith (i.e. your testimony) and your current walk with the Lord (approximately 3-5 paragraphs)

Please write a brief statement about your interest in this position (3-5 paragraphs), specifically addressing the following:

- Why you are interested in this position
- How you think God has prepared you for this type of position (e.g. experiences, background, gifting, training, personality, passion etc)
- What your dream of a successful youth ministry would look like