

Christ Presbyterian Church Job Description
Jr. High Youth Staff

POSITION PURPOSE: The Jr. High Youth Staff assists the Pastor of Youth and families through leading the youth ministry of Christ Presbyterian Church (CPC). This candidate will have focus on ministering to the Jr. High (7th-8th Grade) demographic. This includes concentration on administrative and relational ministry to staff, students, parents, fellows, and adult volunteers within the youth ministry umbrella of CPC.

DIRECT REPORT: Pastor of Youth and Families

POSITION OUTCOMES/EXPECTATIONS:

- I. Build relationships with the staff, students, parents, fellows, and adult volunteers through such activities as lunch/dinner appointments, attendance of sporting events, home visits, bible studies, retreats....etc
- II. Be intentional in contact work with Jr. High youth, parents, and volunteers, meeting them when they are available during mornings or afternoon/evenings to cultivate strong relationships with Jr. High youth
- III. Play a major role in actively recruiting, training, encouraging, and maintaining healthy relationships with a team of adult volunteers and fellows to assist with the student ministry
- IV. Partner with the Pastor of Youth and Families and senior staff to incorporate the Jr. High youth ministry at CPC with the mission and vision of the church
- V. Partner with youth staff to assimilate families and teens regardless of their church or school affiliation. Aid in the development of a Jr. High youth ministry climate that is hospitable and intelligible, with a focus on training, equipping, and caring for the Jr. High Youth.
- VI. Exemplify intentionality of inclusiveness by developing and championing an inclusive environment for all of the different students who are a part of the Jr. High youth ministry, by understanding the specific needs and nuances of the youth culture at CPC, as well as in Nashville
- VII. Work with the Pastor of Youth and Families to provide care and leadership for the Jr. High youth
- VIII. Aid the Jr. High Youth efforts in:
 - a. Developing, planning, printing, and distributing all Jr. High youth ministry communications.
 - b. Requesting/structuring/managing spending of a yearly budget.
 - c. Planning all Jr. High retreats/events/missions trips and execution of planned events with excellence and in a timely fashion.
 - d. Communicating with Jr. High staff, students, parents, fellows, and adult volunteers on a regular basis.

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- e. Executing all responsibilities associated with weekly Jr. High meetings, bible studies, Sunday meetings, and special events.
 - IX.** Pursue an intimate relationship with the Lord including daily times of devotion, prayer, and study as well as sought areas of Christian maturity
 - X.** Have a presence at local high schools, and work to incorporate non-CPA students with CPA students within the Jr. High youth ministry
 - XI.** Ensure that the CPC website communicates the Jr. High Youth Culture Philosophy of Ministry and is effective in communicating to Jr. High youth in CPC and Nashville
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QUALIFICATIONS AND REQUIREMENTS:

Education

- A bachelor's degree is required

Experience and Skills

- 1-3 years of experience in ministry or ministry related activities preferred
- Must be a self-motivator with the ability to work effectively in a team
- Must have experience leading a staff of hired/volunteer adults.
- Must have experience in and desire to work with Jr. High and Sr. High students in large and small group settings.
- Must exemplify a love for (and skill with) all types of teenage students, as well as their families
- Is able to effectively supervise youth staff, parents, volunteers with specifically assigned roles and recruiting and training volunteer leaders, student leaders, parent leaders and adult leaders to surround the youth ministry
- Is able to develop mentoring and counseling relationships with students, as well as train volunteer leaders to do the same
- A visionary who possess self-starter skills
- Possesses strong relational skills and a highly relational, outgoing personality

Requirements

- Full alignment with the Theology and Philosophy of Ministry as communicated in CPC 101
- All employees must commit to performing their duties in accordance with the stated mission and purpose of the church, CPC 101, CPC Policies and Procedures Manual, and the Westminster Confession of Faith; all employees must be evangelical Christians and active members of an evangelical Christian church

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- Evidence a shepherd's heart with a vision and love for redeeming the lost
- A maturing shepherd of the flock, who loves the Church and her people, who is committed to the gathering and perfecting of the saints
- Agreement with the CPC staff covenant

All of the above duties and responsibilities are essential job functions for which reasonable accommodation will be made. All job requirements listed indicate the minimum level of knowledge, skills and/or ability deemed necessary to perform the job proficiently. The position description is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.

To apply for the position, please email your resume to Andrea Emigh, Director of Human Resources at aemigh@christpres.org
