



Eastern Shore Presbyterian Church

## **Youth Ministry Assistant for Middle School**

**Job Title:** Youth Ministry Assistant for Middle School

**Reports to:** Director of Youth Ministries

**MISSION:** The mission of the Youth Ministry assistant for Middle School is to live out the gospel in word and deed to lead middle school students into finding belonging, acceptance and purpose in Christ through fun and engaging relationships and programs.

**Basic Function:** The Youth Ministry assistant for Middle School is responsible for casting vision for and developing a dynamic, creative, gospel-centered and developmentally appropriate ministry to the middle school students in our church and our greater community.

### **A. Responsibilities:**

1. Develop a comprehensive discipling ministry for middle school students.
2. Provide fun activities that engage energetic middle school students in such a way that they want to invite their friends.
3. Produce a ministry to train middle school students for service and ministry in the church and the community.
4. Direct all middle school activities related to the Sunday Night Fellowship ministry.
5. Oversee and develop program and curriculum for middle school Sunday School that grounds students in an understanding of the Bible, essential doctrine and gospel-centered living.
6. Recruit, inspire and develop volunteer leaders for all areas of the middle school ministry.
7. Develop and promote a schedule of activities and events for the middle school ministry.
8. Maintain an annual budget under the guidance of the youth director.
9. Develop personal relationships with students through contact work and train volunteers to do likewise.
10. Work with Church ministry teams in providing resources, ongoing support, and sponsoring events for parents and families.
11. Works with the Director of Youth ministries and Youth ministry assistant for Girls to create a cohesive transition in the greater context of our Family Ministry.

12. Hire, train and supervise intern staff to work with the middle school ministry.
13. Plan and execute special retreats and conferences for both middle school students and volunteers.
14. Organize and conduct mission trips and other opportunities for the middle school students of ESPC.

## **B. GENERAL RESPONSIBILITIES**

1. The Director of Middle School Ministries reports to the Director of Youth Ministries.
2. Participates in all relevant staff meetings.

## **C. KNOWLEDGE, SKILLS AND ABILITIES REQUIRED**

1. Must have a deep and fervent commitment to Jesus Christ as personal Savior and Lord.
2. Must be committed to the Reformed Faith as expressive of God's revelation in scripture.
3. A Bachelors degree is preferred but not required.
4. Must love middle school students.
5. Be culturally aware and relevant. Be familiar with current trends of families in our culture and how best to respond in relevant and impactful ways.
6. Must have the ability to recruit, manage, train and organize a large group of volunteers to achieve ministry goals.
7. Must be able to articulate and apply the gospel in a way that is understandable and meaningful to middle school students.
8. Must be able to articulate sound Biblical truth and doctrine.
9. Must be comfortable with technology, computers, and use of Social Media.
10. Must have excellent written and oral communication skills with students and their parents.
11. A demonstrated knowledge of and adequate experience in discipleship.
12. Must be in good standing with and proven consistent attendance in the local Church.
13. Must be able to work a flexible schedule and manage time well.
14. Must have a desire and have experienced a call into ministry.