

**Student Ministry & Music Director / Assistant to the Pastor**  
**Fairview Reformed Presbyterian Church (PCA)**

**General Summary:** This ministry role will have a focus on youth ministry and music ministry, but it is not limited to them alone. It is adjustable for either non-ordained or ordination-track individuals.

**Accountability:** To the Fairview Church session and pastor.

**Responsibilities:**

- A. Student Ministry
  - a. Direct the youth program with a focus on students both inside the church and in outreach to those outside the church.
  - b. Provide ministry to youth, seeking to build them in number and in Christian maturity through outreach, Scripture, teaching, worship, and personal discipleship.
  - c. Direct ministry volunteers by conducting planning meetings, training sessions, and a time of prayer for the youth.
  - d. Plan and Lead the Rock (our Wednesday night Youth Program)
  - e. Minister to, mentor, and pray for the youth. Follow up on new or absentee youth.
  - f. Pursue student ministry outreach, especially in coordination with current outreach efforts such as Good News Clubs (Child Evangelism Fellowship ministry) & Covenant Kids (Fairview's children's ministry program).
  - g. Assist with Ascension Presbytery snow camp and summer camp programs
- B. Music
  - a. Lead Sunday morning musical worship, lead rehearsals as needed, and involve church members in the music, all under the direction of the Pastor.
  - b. Disciple as able and pray for the musicians.
  - c. Put on music ministry events, like a worship night, as able and desired.
- C. Outward Mission
  - a. Participate with VBS and plan/lead after-VBS youth activities.
  - b. Participate with mission activities and mission trips as able.
- D. General Ministry Tasks
  - a. Participate in weekly staff meetings
  - b. Conduct work at least three times a week at the church office (e.g. M,W,Th Mornings)
  - c. Preach, lead worship and perform other tasks as needed for completing licensure and ordination.
  - d. Participate or lead other Fairview ministry opportunities as able.
  - e. Share in the general fellowship life of the congregation.

**Evaluation:** Occasional evaluations with the pastor and session

**Terms:** Fairview Church commits to pay \$2500 (gross pay) per month in bi-monthly payments. Contract is renewable.

**Benefits:** 2 weeks' vacation (which includes two Sundays).

Work-related mileage will be paid at the standard government allowance for ministry work. The person in this position is encouraged to spend ample time with youth, and so ministry expenses for outings can be reimbursed. In general, these expenses are reimbursable for the ministry assistant, but not for the youth, and the assistant is encouraged to find low-cost or free outings as much as possible. Exceptions to cover a youth's expenses can be made for a youth who cannot participate in a youth event for financial reasons.

Candidates seeking ordination will be provided the oversight, training, and mentorship necessary to be licensed and ordained by the Ascension Presbytery.

Please provide two to four weeks' notice if needing to leave the position.