



Position Title: Youth & Young Adult Pastor/Director

I. Church Overview

The Town exists to make Jesus known. Through our worship, discipleship, fellowship, ministry, and mission, we long to help people discover and participate fully in God’s plan and mission for each of our lives. The Town is a congregation of the Presbyterian Church in America located in Middletown, DE: a growing and strategic suburban city in the heart of Delaware. Planted 12 years ago, the Town is a growing church longing to expand its impact on Middletown and beyond. To that end, we are hoping to grow our kingdom witness by expanding our staff team through the hiring of a full-time pastor/director of student and family ministries. Learn more about The Town at our website: thetown.org.

II. Position Overview

The Youth & Young Adult Pastor/Director position is responsible for assisting the Senior Pastor and the Session of The Town in shepherding the flock in general, with particular responsibilities to oversee the Youth, College and Family Ministries of the church. The position will preside over our Student Ministries, which serve our Youth Group (grades 6-12) and the development of college/young adult groups (18–30 years old). May be asked to perform other duties as assigned by the Senior Pastor.

III. Terms

Status: Full-time or part-time, Salary
Work Schedule: 40 hours per week. Includes weekend and evening activities as required to satisfy job duties.
Compensation: Compensation will be determined by the Session according to the candidate’s experience and qualifications.

IV. Key Relationships

Reports to: Senior Pastor
Direct Reports: None
Other Relationships: Associate Pastor
Youth
Leaders & Volunteers
Church Staff
Elders/Session
Children’s Ministry Director

V. Primary Responsibilities

- Initiate, plan and oversee programs and activities that empower, encourage and equip volunteers, staff and the congregation to serve Christ according to the mission and vision of The Town.
- Communicate in an effective and timely manner with staff members, leadership, volunteers and ministries.
- Responsible for developing and implementing a yearly Student and Family ministries budget.

- Oversees safety and security processes for students and youth (e.g. background checks, safety and security procedures, etc)
- Report to the Senior Pastor and execute the vision and direction provided by the Senior Pastor.
- Assist the leadership of The Town to grow in their understanding and ability to minister to youth and their families.
- Attends regular worship services and special events/services.
- Serves as Session representative for the Youth Ministry and attends all Session meetings providing counsel to the Session when requested.
- Attend Presbytery meetings and participate in Presbytery Committees where called.
- Perform other duties as assigned and deemed appropriate by the Senior Pastor.

Student Ministries Responsibilities

Established Responsibilities: the new pastor/director will be stepping into an established youth ministry with duties that should be cultivated and expanded.

- Develop, lead and direct all youth ministry activities at The Town including, but not limited to, youth group, youth activities (e.g. parties, service trips, retreats, outreach), youth mission trips, Reality Factor (annual presbytery youth retreat) etc.
- Develop biblical and age-appropriate curriculum for Youth Group.
- Provide biblical instruction, teaching and discipleship at regular meetings of Youth Group and other events as required within the church and community.
- Guide the students in planning and leading musical worship at the regular youth group gathering.
- Recruit, train and empower a team of volunteers to disciple the youth, assist in planning and leading youth group gatherings, practice evangelism within the church and community, and walk alongside youth beyond the scheduled time of fellowship.
- Co-labor with parents of youth and volunteers in shepherding teens on their spiritual journey.

Potential Growth Areas: the new pastor/director should plan to grow the student ministry beyond where it is. Below are some possible areas of growth.

- Develop a student leadership role to empower high school students to transition into leadership
- Increase collaboration with other ministries of the church to integrate teens into the larger worship, discipleship, community and mission of the church.
- Expand the summer programming to include additional retreats, service projects, and opportunities for discipleship during the summer months.
- Create a summer internship program for older students to discern involvement in deeper/vocational ministry.
- Grow the summer missions trip opportunities to expose students to a broader variety of missions work: urban & rural, local and international, evangelistic & service oriented, etc.
- Plant a college and/or career ministry to serve recent graduates of the youth ministry and those in their 20s.

VI. Skills and Qualifications

Requirements

- Demonstrates a visible and growing love for God and neighbor.
- Possesses similar qualities of leadership as found in 1 Timothy 3 and Titus 1.
- Committed to the Reformed faith as articulated in the Westminster Standards.
- Strong command of the Scriptures and ability to teach the Bible winsomely.
- Excellent interpersonal skills and emotional intelligence.

- Excellent verbal and written communication skills.
- Cultural, ethnic, and socioeconomic intelligence and sensitivity.
- A passion for student ministry as well as 2-3 years ministry experience, preferably with youth and children.
- A motivated self-starter with strong administrative, organizational, and budgetary skills.
- Ability to build and lead teams, recruit and equip volunteers, plan and organize a year-round ministry.
- Possesses technological skills including, but not limited to, computer, social media and church planning and media platforms (e.g. Planning Center and Subsplash).
- Maintains confidentiality and effectively practices discretion in dealing with sensitive issues.
- Must pass a background check.

Physical Requirements

- Ability to communicate effectively in person, in writing and via telephone.
- Ability to change and work in dynamic, growth-oriented environments where objectives are emerging and not always clearly defined. Must exercise flexibility.
- May be required to lift or transport heavy items. Some bending, reaching, stooping, pushing, pulling, twisting, stretching and/or standing may be required.

Preferences

- Graduate level theological training.
- Ordained or ordainable in the PCA.
- Musical abilities to lead and coach others in worship.

VII. Compensation

- Compensation will be commensurate with the education/experience of the selected candidates
- 15 days of paid leave
- Insurance/Retirement plan options available

VIII. Application Process

1. **One-page Cover Letter** summarizing the candidate's desire for the position and ministry philosophy
2. **Resume** with the candidate's education and experience in ministry
3. **Minimum 3 references** to be contacted at the approval of the candidate
4. **If ordained in the PCA, a Ministerial Data Form** obtainable through the PCA Administrative committee's [online website](#)

Please visit our website for more information on our church. To apply online visit thetown.org/job-opportunities or send your resume and cover letter to Laura Gunden, laura@thetown.org.