

CHRIST PRESBYTERIAN CHURCH

JOB DESCRIPTION

Job Title: Assistant Pastor for Youth and Families
Current: Vacant
Status: Staff – Salaried position
PT/FT: Full-Time; averages 40-50 hours per week
Reports to: Senior Pastor
Direct Reports: Children’s Ministry Coordinator; Nursery Coordinator; future youth staff
Updated: March 15, 2024
Contact: email resume, mdf to hobie.wood@gmail.com

CPC Vision Statement

To see NE Georgia and the world shaped by the Good News of Jesus Christ.

Job Summary

The Asst. Pastor of Youth and Families will be responsible under the Senior Pastor for the shepherding and discipleship of congregants from birth through the end of their undergraduate college years. This shepherding responsibility includes the oversight of Children’s Ministry, oversight of the youth ministry, oversight of college ministry, and the pastoral care of their families. He will manage the Children’s Min. Coordinator, the Nursery Coordinator, and any future youth staff. He will also assist the Senior Pastor in periodic preaching, leading worship, and other duties as requested.

Core Responsibilities

- **50% - Student Ministries**
 - Build Student Ministries schedule around Session long- and short-range goals
 - Provide discipleship, training/resources, & pastoral support of Parents
 - Recruit and disciple Youth Volunteers
 - Develop weekly Youth meeting with games, teaching and small group discussion/prayer
 - Meet with students one on one weekly
 - Attend student events/games monthly
 - Plan and execute monthly activities and outreach in conjunction with the greater CPC calendar
 - Lead and provide mission opportunities for students and families
 - Provide membership preparation for all children and students, commonly known as a new communicants class
 - Provide pastoral counseling for students and parents as requested
 - Establish regularly published, accessible communication to students and parents (i.e., newsletter, expectations, schedule, curriculum, etc.), with clear policies for cancellation of events

- Oversee discipleship of college students and college aged people at CPC, facilitating connection and fellowship over the Word.
- Plan and execute annual retreat

Secondary Responsibilities / Other Duties as Assigned

- **25% - General Pastoral Duties**
 - Occasional preaching, leading worship, the sacraments as needed
 - Pastoring parents of children, teens, and college students, especially during critical moments in students' lives
 - Premarital Counseling as requested
- **25% - Children's Ministry**
 - Regular meetings with Children's Coordinator and Nursery Coordinator
 - Work with Children's Coordinator on year by year curriculum, w/ a plan for specific instruction from pre-k class to entering youth group (i.e., catechism questions memorized, books of the Bible taught, topics, etc.)
 - Work with Nursery Coordinator to implement training for all volunteers, following CPC nursery policies, and encouraging an atmosphere of serving "the least of these" at CPC.
 - Help develop plan of instruction for children to prepare them for engagement in corporate worship
 - Work with Children's coordinator on resourcing parents, 2 events per year.
 - Help develop and train team of volunteers to help with all things related to children's ministry

Other Opportunities (time permitting)

- Support other church initiatives
- Assist in planning and execution of churchwide events (Memorial Day picnic, Vision Dinner, Kick off event, etc.)
- Presbytery attendance and involvement in committees

Qualifications and Skills

Required:

- Personal, active relationship with Jesus Christ
- College and Seminary Degree; Experience preferred
- Ordained or ordainable in the Presbyterian Church in America (PCA)
- A strong command of the Scriptures and theology
- Understanding of current trends in American youth culture
- Good rapport with and willingness to serve children, students, and parents
- Administrative, budgetary, and organizational skills
- Strong collaboration, interpersonal, and communication skills
- Eagerness to learn and a teachable spirit; Able to receive constructive feedback
- Ability to recruit and disciple teams of volunteers
- Ability to teach/preach
- Pastoral heart and relational skills
- Self-starter, independently motivated

- Ability to cast vision

Working Conditions

- Flexible scheduling; Sunday mornings, evening meetings and programs
- Often physical indoor & outdoor work; travel
- Generally available for unexpected events or needs in the life of the church