

# Covenant Presbyterian Church

Lakeland, Florida | [covenantlakeland.org](http://covenantlakeland.org)

<b>Ministry:</b>	Pastoral Ministries
<b>Position Title:</b>	Associate Pastor of Youth and Families
<b>Report To:</b>	Minister and His Work Committee (Committee of Session)
<b>Interested Applicants:</b>	1. Send a resume to <a href="mailto:search@covenantlakeland.org">search@covenantlakeland.org</a> . 2. Complete the following application for employment: <a href="https://forms.gle/Ggfkxzf8DEEcYy6v7">https://forms.gle/Ggfkxzf8DEEcYy6v7</a>

## POSITION PURPOSE/FUNCTION

The Associate Pastor of Youth and Families works in concert with the Senior Minister and Associate Pastor to preach, teach, and counsel God's word, with particular focus on children and families at Covenant Presbyterian Church. This position also ensures coordination and continuity in the education, ministry, and care of youth and volunteers within the church's youth ministry.

## RESPONSIBILITIES

- **Wednesdays:** Lead high school and middle school youth groups on Wednesday nights. Responsibilities include expositional teaching, overseeing a communicant's class for middle school students, leading games or activities, fostering a welcoming and relational atmosphere, and facilitating small group discussions.
- **Sundays:** Teach interactive classes; recruit, train, and oversee teachers and curriculum for Senior High and Middle School Christian Education (CE) classes. Assist in morning and evening services as requested and preach during Sunday evenings services (typically once a month, with the preaching calendar revised annually in coordination with the Associate Pastor).
- **Events:** Lead events that promote community, foster relationships, and provide opportunities for students to invite unchurched friends. Organize and conduct seasonal and/or annual youth retreats. Provide opportunities for the youth to serve Covenant as well as Session-approved non-profit organizations. Plan and participate in annual Mission/Youth service project (rotating between overseas, local, and out-of-state trips under the direction and approval of the Youth Committee or Executive Commission). This includes managing all aspects of team formation, training, fundraising, logistics, and communication with youth and parents.
- **Shepherding:** Meet regularly with students for one-on-one and group discipleship and Bible studies. Provide pastoral care to students and volunteers as needed and be available to offer biblical counseling as needs arise.
- **Leadership:** Establish a Reformed, biblical vision for Covenant's youth ministry. Build relationships with the members of Covenant Presbyterian Church and recruit and train those gifted in administration and student discipleship. Ensure that all potential volunteers have an active background check on file in accordance with church policy. Send timely newsletters or calendars with upcoming events and ensure that all youth ministry programming is implemented according to the safety and security policies of Covenant Presbyterian Church.
- **Administration:** Manage administrative tasks such as event planning, maintaining financial records (with monthly report submitted to Youth Committee or Executive Commission),

budgeting, responding to emails promptly, etc. Maintain relevant social media accounts and keep youth-related content up to date on the church website.

- **Other:** other duties as assigned, including but not limited to administration and leadership of other special youth events and presbytery involvement.

## **QUALIFICATIONS**

- Ordained (or ordainable) in the PCA, with a love for the Reformed faith.
- Demonstrates the ability to lead, teach, and disciple students effectively, joyfully and compassionately pursuing all students, not just the most committed ones.
- Lives a mature life that embodies love of God and neighbor, exhibits a Christ-like character and pious demeanor, and bears the fruit of the Spirit. Leads his family in a God-honoring, humble manner and maintains discretion with confidential matters.
- Actively seeks personal and spiritual growth, welcomes feedback, and is willing to heed correction.
- Exercises sound and discerning leadership, with the ability to make good decisions and remain flexible when needed.
- Displays an evident love for students and a strong desire to serve them for the honor of Christ.
- Desires collaboration with colleagues, volunteers, youth committee members, and parents to build an effective ministry.
- Proficient with technology, including Microsoft Office applications, with strong organizational, and planning skills and an eye for details.
- Seeks out students and is quick to welcome new attendees.
- Ability to work with initiative and autonomy as needed, setting and maintaining a schedule that reflects good stewardship.
- Skilled in conflict resolution, committed to resolving issues according to God's Word.
- Strong interpersonal skills with a track record of positive relationships with coworkers and volunteers; personable and approachable.
- **Other training or skills:**
  - Up-to-date with ministry practices and aware of denominational matters
  - Must have a clean criminal record
  - Member in good standing of a Presbytery or a Reformed and Confessional Denomination
  - Strong interpersonal skills with a track record of positive relationships with coworkers and volunteers; personable and approachable
  - Communicates effectively with youth, members, volunteers, and staff
  - Good listener with strong critical thinking and problem-solving abilities
  - Skilled at managing multiple tasks and priorities
  - Capable of providing direction and delegating tasks to others effectively

## **PREVIOUS EXPERIENCE**

- Previous employment or volunteer leadership desired in the pastoral duties listed above with respect to middle school and high school youth.

**SUPERVISION EXERCISED**

- Works closely with the Director of Children’s Ministries and other ministry staff as needed.

**CONTACTS INSIDE AND OUTSIDE THE ORGANIZATION**

- Periodically connects with ministry directors and staff from other churches.

**WORK ENVIRONMENT AND SCHEDULE**

Work Environment:

- Psychological stress/pressure levels are moderate to high

Schedule:

- As scheduled in collaboration with the Senior Minister, Associate Pastor, and Staff
- Adjustments to schedule may include days, nights and weekends

Hazards:

- Potential for confrontational members, volunteers, and/or parents
- Travel and any associated hazards and risks

**PHYSICAL EFFORT**

*(Note: In terms of an 8 hour day, “Occasional” equals 1-33%, “Frequent” equals 34-66%, and “Continuous” equals 67-100% of the time.)*

- Frequent standing and walking
- Occasional lifting, carrying, pushing, and pulling up to 50 pounds unassisted, and 100 pounds assisted
- Occasional bending, squatting, kneeling, reaching, twisting, and stair climbing
- Job requires a high level of mental awareness

**CONFIDENTIALITY**

- Confidentiality must be maintained on any and all information gained in the operation of this role as it relates to alleged misconduct, suspected or investigated abuse, violations of policies, and matters of church discipline.

**COMPLIANCE**

- All employees of ministries and volunteers will abide by the policies set forth by Covenant Presbyterian Church.

**DISCLAIMER**

*The above statements reflect the general duties considered necessary to describe the principal functions of the job as identified and shall not be considered a detailed description of all work requirements which may be inherent in the position. They may be subject to change at any time due to reasonable accommodation or other reasons.*