



616 Prospect Ave. • West Orange, NJ 07052  
Phone: 201-648-5417 • Web: [www.covenantnj.com](http://www.covenantnj.com)

### **Job Description for Pastor or Director of Youth and Families**

Title: Pastor/Director of Youth and Families  
Job Status: Full-time or part-time  
FLSA Status: Exempt  
Schedule: This role may be structured as full-time (40+ hours per week, twice per week at Covenant Fellowship Church ("CFC") office) or part-time (10-20 hours per week) depending on the candidate.  
Reports to: Session with day-to-day oversight from Senior Pastor  
Salary: TBD

### **QUALIFICATIONS**

- Demonstrates a deep Gospel-humility, while also being confident and passionate about accomplishing great Kingdom purposes in reliance on the power of the Holy Spirit.
- Affirms core beliefs and doctrinal standards of CFC, and models the life of a disciple who embodies CFC's Purpose, Vision, and Values.
- Exhibits leadership with strong interpersonal skills that can adapt to various personalities and contexts.
- Evidences Godly character in personal life, family relationships and ministry and a demonstrated desire to grow both spiritually and professionally.
- Remains free from addictions.
- For part-time - Bachelor's degree and current enrollment in or completion of theological training at an accredited seminary with a commitment to Reformed teaching.  
For full time - College and seminary degree; experience preferred; ordained or ordainable in the Presbyterian Church in America (PCA).

### **RESPONSIBILITIES & DUTIES**

For part-time, responsibilities will include Youth Ministry only.

#### **Youth Ministry**

- Lead the worship service for Covenant Youth Juniors (CFC's middle school ministry);
- Hold regular visitations with students of Covenant Youth Juniors;
- Pray for the students and volunteers of Covenant Youth Juniors;
- Help lead weekly Friday Night Fellowship;
- Provide counseling for students and parents as needed;
- Plan fellowship outings and outreach opportunities throughout the year (at least one per quarter).
- Help organize and lead two retreats a year (summer and winter);
- Help organize and lead yearly summer mission trips to Red Lake (or other locations);
- Perform other duties as assigned by Senior Pastor.

#### **Children's Ministry**

- Provide leadership, training, support and oversight for the Children's Ministry;
- Help recruit teachers and volunteers as needed; and
- Oversee special events (Hallelujah Night, Christmas presentations, programming at All-church retreat, etc.).



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### **College/Young Adult Ministry**

- Help lead college/young adult community group;
- Develop and lead programs, Bible studies, activities for college students and young adults;
- Provide pastoral care to college students (both local and out of state).

### **Other**

- Preach and lead worship as requested by the Senior Pastor to the adult congregation;
- Attend and help lead monthly Saturday morning prayers;
- Help with special events as needed;
- Help with summer programming (e.g., Vision School) as needed; and
- Presbytery attendance and involvement in committees.

### **APPLICATION**

To apply, please send a one-page cover letter, resume and two sermon recordings to [admin@covenantnj.com](mailto:admin@covenantnj.com).

### **ABOUT COVENANT FELLOWSHIP CHURCH**

CFC is a Gospel-centered, loving community aspiring to joyful obedience to the Lord shown in gospel-advancing acts of faith. As disciple-making disciples, we aim to participate actively in the Kingdom-building process by winning people to Christ and growing them up in Christ, to live out our vision to see lives transformed by the gospel of Jesus Christ. CFC is a member of the Presbyterian Church in America (PCA). Located in West Orange, New Jersey, a suburban township within commuting distance to New York City, we are a mid-sized, predominantly Asian American congregation today. However, we welcome greater ethnic diversity within our church family and leadership staff as God provides.

Our purpose as a church is identical to our purpose as individual believers. In the words of the Westminster Shorter Catechism, that purpose is to glorify God and to enjoy him forever. Our vision is to see lives transformed by the gospel of Jesus Christ. To see that vision accomplished, our church focuses on four core values summarized by the acronym G.L.A.D.:

- Gospel-centered Biblical truth: We trust and treasure our Lord Jesus Christ, and endeavor to center all of our ministries and lives in Him, guided by Scripture, the living Word of God.
- Loving community: We are a church family, unified in Christ, committed to helping one another live out God's will for our lives and to loving one another the way that He has loved us so that the world might know that we are His disciples.
- Acts of faith: We aspire to joyful obedience, bearing the fruit of the Spirit and shining the light of the gospel into every sphere of life, all nations, and to the ends of the earth.
- Disciple-making disciples: We aim to participate actively in the Kingdom-building process of 1) winning people to Christ (evangelism); 2) growing them up in Christ (discipleship); and 3) sending them out to proclaim Christ for the sake of making new disciples.

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