

JOB DESCRIPTION: YOUTH AND CHILDREN'S DIRECTOR

A. Overview

The Youth & Children's Director at St. Elmo Presbyterian Church (SEPC) will work with the pastor, the session and children & youth committees to provide leadership for regular middle school and high school student Bible study, discipleship, praise/worship, evangelism and fellowship events in a safe (physically and emotionally) and engaging environment. The Youth and Children's Director will also oversee children's Sunday School, Little Lambs and VBS.

B. Qualifications

1. The Youth Director shall have a deep passion for Jesus Christ evident in their life.
2. This person shall be an approachable and outgoing Christian, a member in good standing of an evangelical church, in agreement with the Westminster Confession of Faith and become a member of SEPC.
3. This person shall have a genuine commitment to the gospel ministry and a sense of divine call to the ministry of children and youth.
4. This person must have the ability to plan, organize, direct and lead the Youth Ministry in its weekly and specially-scheduled activities and plan and organize volunteers for Sunday school and VBS.
5. This person shall have sufficient skills and experience to relate Bible teachings and applications to real life questions and situations that apply to youth and their families in an increasingly challenging culture.
6. This person shall demonstrate the ability to meaningfully interact and communicate with youth and their families to build lasting redemptive relationships.
7. This person shall demonstrate the ability to recruit, train, empower and mobilize a team of ministry volunteers.
8. A bachelors in related field and/or seminary degree preferred.

C. Responsibilities

1. Serve and support the vision, mission and strategic plan of the church.
2. Leadership
 - a. Inspire students and their families to know and follow Jesus while developing a Biblical worldview that promotes cultural discernment.
 - b. Create a dynamic, meaningful and safe (physically and emotionally) atmosphere for spiritual growth among youth.
 - c. Strategize, create and implement an action plan to develop a growing and vibrant ministry to youth including Bible study, discipleship, praise/worship, evangelism, missions education, missions involvement, outreach, service, intergenerational involvement and

fellowship in collaboration with the Senior Pastor, the appropriate committees and ministry volunteers.

d. Coordinate the Sunday morning and lead the Sunday night youth programming and/or other youth activities in collaboration with the Senior Pastor and appropriate committees.

e. Plan, implement and attend youth summer camps, retreats, mission activities, outreach events, fundraisers and/or other church sanctioned youth events.

3. Communication

a. Create an effective informational network to communicate schedules and responsibilities to ministry volunteers.

b. Prepare written communications/updates regarding Youth Ministry for parents and church family.

4. Safety

a. Oversee the safety and cleanliness of youth ministry space.

b. Assist church office with maintaining necessary student health/diet records.

c. Ensure proper completion of background checks for all youth ministry volunteers prior to their participation.

5. The Youth and Children's Director shall:

a. Be under the direct supervision of and report directly to the Senior Pastor.

b. Work with the Children's and Youth Committees, and through them with the session.

c. Collaborate with the pastor and church in making SEPC a friendly and welcoming place for youth and their families.

D. Compensation and Benefits

1. This position is for 28 hours per week. Sunday morning and evening hours are required weekly. A hybrid work arrangement is permissible, but the Youth and Children's Director should work at least 20 hours per week in the church and must be present for special events such as VBS. (We will consider a prorated position requested by a qualified candidate.)

2. The salary for the position is \$32,000.

3. This position is approved as a one-year position. The church intends to continue with a youth director in future years but will be engaged in a process of rewriting the job description for the next year. The Youth and Children's Director may apply for the new position once it is created.

E. Application

1. Interested candidates should email their resume/CV and a letter of their interest in the position to Lance Wescher at lance.wescher@covenant.edu. Feel free to direct any inquiries to him as well. The position will remain open until the position is filled. Consideration of applications will begin in August.