



Job Description: Assistant Pastor for Students & Families

Purpose & Overview

As part of the Family Ministry Team, the Assistant Pastor of Student Ministry will walk with parents and students (6th-12th grade) to help them take their next step in Christ, in Community and in the World. They will oversee all aspects of the student ministry to students through direct ministry and through building a vibrant team of volunteers as well as have some pastoral responsibility.

This position is full-time (salaried/exempt - forty hours per/week plus) and includes benefits such as health insurance, a retirement plan, and paid time off (PTO). The Student Minister collaborates with other staff and reports to the Associate Pastor of Connections.

Qualifications

Spiritual & Theological:

- Faith in the Lord Jesus Christ alone for salvation
- A demonstrated commitment to growth in holiness and righteousness by God's grace
- Agreement with the EPC Essentials of Faith, doctrines, practices, and positions of the Evangelical Presbyterian Church*

Academics & Experience:

- Masters Degree from an accredited seminary
- Ordained or ordainable in the Evangelical Presbyterian Church
- Student ministry experience in a church setting
- Candidates will have familiarity with current student ministry resources and an understanding of age-appropriate learning and discipleship

Interpersonal & Practical:

- Demonstrate a genuine love for students through welcoming, interacting, and connecting with them
- Ability to develop rapport with parents and empower their spiritual leadership
- Ability to directly lead both large and small groups of students
- Ability to lead and empower volunteers
- Demonstrate good organizational, time-management, and communication skills
- Exhibit creativity in designing lessons, programs, and ministry spaces

Duties

Core duties:

- Plan, prepare, and oversee all aspects of Kirk Crossing's Sunday A.M., Sunday P.M. and Mid-Week Student Ministry:
 - Lead/Teach regularly in large-group sessions
 - Recruit, schedule, and train adult volunteers for a variety of ministry and support roles
 - Arrange for necessary teaching materials, supplies, A/V, and check-in stations
 - Develop and maintain the calendar of ministry and events in conjunction with other leaders
 - Provide follow up with new and existing families
- Plan and implement fellowship events for students
- Regularly connect with students one on one or in smaller groups for contact hours
- Develop and lead students in Gospel mission opportunities
- Provide resources to parents to help them minister to their own students

Administrative and Developmental Duties:

- Prepare and send regular communications to families regarding lessons, ministry activities and events, growing faith at home, etc.
- Utilize various computer programs (Planning Center, Mail Chimp, ProPresenter, Canva, etc.) for communication and in support of ministry activities
- Help maintain student ministry-related social media platforms
- Utilize Planning Center in maintaining records of attendance and participation
- Evaluate ministry offerings as to effectiveness and needs
- Develop new ministry approaches/opportunities as needed or appropriate

Additional Duties:

- Participate in family ministry meetings, staff meetings and form cooperative working relationships with other staff
- Collaborate with other staff and volunteers on church fellowship, outreach, and mission projects
- Assist in additional ministry activities as directed by the Senior Pastor &/or Associate Pastor
- Preach occasionally as well as some other pastoral responsibilities

* Including, but not limited to, the authority of Scripture, reformed theology, rule by elders, infant baptism, and positions on social and moral issues; for more information, please refer to the Westminster Confession of Faith, the Book of Order, and position papers found at epc.org.