

((fp)) First Presbyterian Church

Bakersfield, California

Job Description: Director of Student Ministries

(rev. 8/26)

(Note: Statements in this description are intended to reflect, in general, the duties and responsibilities of this position and are not to be interpreted as all inclusive.)

Basic Foundation:

The Director of Student Ministries serves as the primary staff person responsible for Middle School, High School, and College Ministries. Working in conjunction with the Discipleship Committee and the Family Ministry Team, the Director is tasked to implement and maintain ongoing facilitation of a ministry plan to ensure the Middle School, High School, and College students are equipped to “Invite people into meaningful life through knowing Christ, loving one another, and blessing the world.”

Nature and Scope of Responsibilities:

This position will be responsible for the ministry to youth in sixth grade - college. Additionally, this position will serve as a bridge between Children’s and Adult Ministries as directed by the Discipleship Committee. This position reports to the Associate Pastor.

Primary Duties:

High School Ministry

1. Teach and supervise curriculum for the high school program.
2. Plan and run small groups, meetings and fellowship opportunities.
3. Organize and oversee a high school mission experience.
4. Organize and oversee regular outreaches, outings and trips.
5. Oversee publicity and communication for high school activities.
6. Ensure clear communication and support for high school parents.
7. Recruit, train and equip ministry laypeople for senior high ministry team.
8. Spend time outside of scheduled programs building relationships with students.

Middle School Ministry

1. Teach and supervise curriculum for the middle school program.
2. Plan and run small groups, meetings and fellowship opportunities.
3. Organize and oversee a middle school mission experience.
4. Organize and oversee regular outreaches, outings and trips.
5. Oversee publicity and communication for middle school activities.
6. Ensure clear communication and support for middle school parents.
7. Recruit, train and equip ministry laypeople for middle school ministry team.
8. Spend time outside of scheduled programs building relationships with students.

Outreach

1. Develop strategies for effective outreach and community engagement.

::Inviting people into meaningful life through knowing Christ, loving one another, and blessing the world.::

First Presbyterian Church | 1705 17th Street | Bakersfield, CA 93301 | 661.325.9419 | info@fpbchurch.com | www.fpbchurch.com

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2. Develop partnerships with organizations and individuals to extend the reach of FP Student Ministries.
3. Organize events and activities designed to engage the community.
4. Train and mobilize church members to actively participate in community outreach.
5. Assess the effectiveness of the outreach programs and adjust as needed.
6. Lead and implement efforts to engage and outreach in the community with the goal of inviting families to get involved with FP student ministries.

General Staff Responsibilities

1. Create and oversee the Student Ministries Budget and be actively involved in financial accountability.
2. Attend regular staff meetings, department meetings, and committee meetings in order to communicate and plan effectively with other staff members and lay leaders. Keep session and committees informed of goals, objectives, and ministry related activities.
3. Take time for spiritual growth and development on a regular basis, including study breaks, conferences, staff retreats, regular worship attendance, and personal Bible Study and prayer.
4. Participate in strategic activities with children and adult ministries.
5. Perform office duties including, but not limited to, communication with students and parents through traditional and digital methods; planning and coordinating events; preparing facilities and projects; and other administrative functions.
6. Other duties as assigned.

Qualifications:

1. College bachelor's degree or equivalent
2. Three years of youth ministry experience
3. Clear sense of call to youth ministry
4. Awareness of child development ages and stages
5. Agreement with the Confessions of Faith and the Essential Tenants of the EPC

Other:

The position is full-time with an expectation of regular office hours including Sundays with occasional Saturdays as required to support ministry-related activities, as well as participation in the life of First Pres. The working environment will be divided between an office setting and in the field (e.g. interactions at schools); some physical activity will be necessary for tasks such as event set-up and participation in outreach events or mission trips.

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Physical Requirements:

Type of Activity	% of Work Time Spent on Activity			
	0-24%	25-49%	50-74%	75-100%
Seeing				X
Hearing				X
Speaking				X
Standing/Walking/Sitting				X
Climbing/Stooping/Kneeling	X			
Lifting/Pulling/Pushing	X			
Fingering/Grasping/Feeling				X

Travel Requirements:

- Travel may be required as needed for day trips, study leave, camps and mission trips.

Working Conditions:

- Good working conditions with the absence of disagreeable conditions.

The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as assigned by their supervisor.

Interested candidates should submit a cover letter and resume to info@fpbchurch.com.