

**POSITION DESCRIPTION**  
**DIRECTOR OF STUDENT MINISTRY**  
*First Presbyterian Church of Strasburg*

**ACCOUNTABILITY**

The Director of Student Ministries reports to, and is directly accountable to the Pastor for all aspects of this position description. He/she may be called upon by the Christian Education Committee to accomplish various tasks and/or to serve as a resource to the committee in matters relating to the job description.

**HOURS**

The position is part-time and hourly with an average of 15 to 20 hours per week. It is subject to an annual, at minimum, evaluation and renewal.

**REQUIREMENTS**

The Director of Student Ministries should demonstrate a commitment to Christ and be able to articulate his/her personal faith journey. He/she should demonstrate biblical knowledge and the ability to share it with youth as a guide for living. He/she should also demonstrate planning and organizational skills necessary for the implementation of projects and activities. He/she should demonstrate the ability to work with youth with a leadership style that models Christ like living.

This position requires a minimum High School Diploma. A College Degree is preferred with an emphasis on youth ministry; equivalent experience working with youth will be considered. It is required that the director will complete and pass the church's child safety requirements.

**RESPONSIBILITIES**

The Director of Student Ministries will work with the Pastor and the Christian Education Committee to provide Christian Education programs which will support youth in their growing faith, knowledge of the Bible, participation in mission projects, and in their relationship with Christ and with each other.

*Student Ministry – Responsibilities include, but are not limited to:*

1. Recruit and train adult volunteers, in cooperation with the pastor, to work with the youth.
2. Establish meaningful personal relationships with the youth in the congregation and community by investing in their lives (attendance at school, sporting, and community events).
3. Lead weekly Sunday evening youth groups (grades 6-12).
4. Be available or arrange for someone to be available at the church weekdays between 4:00 and 5:30 to meet with neighborhood youth.
5. Plan and implement mission trips and retreats for both junior and senior high youth.
6. Plan occasional projects, activities and/or special events throughout the year (such as, but not limited to: Event to kick off beginning of youth group for the year (in the past it was Great Adventure), Ecumenical Winter Sr. High Retreat, Youth Sunday, Souper Bowl

Sunday, Family Christmas Party, Advent activities, Annual Lock-in, and volunteer service trips to Water Street Mission.

7. Provide a monthly activities calendar for the youth and their parents.
8. Select and mentor additional student leaders as needed.
9. Handle all forms of communication directed to the youth and their parents, including social media formats, in a professional manner always respecting and protecting the confidentiality of our youth.

#### Other Activities

1. Attend monthly Christian Education Committee meetings and formally report student program happenings.
2. Perform other duties if deemed necessary in collaboration with the Pastor.

#### **COMPENSATION**

For the performance of all responsibilities listed above, the Director of Student Ministry will receive an hourly wage, a stipend for continuing education and cell phone expenses as enumerated in the approved Annual Budget of First Presbyterian Church. (The Director of Student Ministry will have vacation time according to the First Presbyterian Church Personnel Policy.

#### **REVIEW**

A performance review will be conducted at 3 and 6 months from the start of the position and annually thereafter by the Pastor in consultation with the Personnel and Christian Education Committees.

#### **TERMINATION**

Termination of this position will require 30 days' notice by either First Presbyterian Church or the Director of Student Ministries.

**To Apply: Please send letter of application and resumé to: [personnel@straspres.org](mailto:personnel@straspres.org).**

**Session Approved 1/20/2018**