

First Presbyterian Church
Director of Student Life Ministries
Position Description

Date Approved: May 27, 2014
Revised Date: October 27, 2020
Exempt

Summary:

The Director of Student Life Ministries shall plan, direct and administer a dynamic ministry designed to make and mature disciples of Jesus Christ. The emphasis will be a family focused approach, discussion-oriented teaching, learning discipleship, community outreach, encouraging a transparent life and fostering an atmosphere of strong community for Middle and High School students and their families.

Qualifications:

- Must have a maturing, deep commitment to Jesus Christ as Lord and Savior, a strong Biblical foundation and exhibit a lifestyle in accordance with Christian values.
- Bachelor's degree
- Previous experience coordinating youth programs.
- Must have theological compatibility with First Presbyterian Church of Lakeland's Reformed teaching and doctrines.
- Be a member of First Presbyterian church or agree to become a member within six months of employment.

Accountability:

This position is supervised by the Associate Pastor for Discipleship and accountable to the Session through the Youth Committee.

Work Hours:

- This is a full-time position.
- Be available for student emergencies.
- Establish and maintain consistent office hours.
- Required attendance at staff, advisory, youth council and parent meetings.

Essential Duties and Responsibilities:

- Maintain and expand a program including worship, education, spiritual development, mission, fellowship and support of youth and their families.
- Develop and manage the Student Life Ministry budget with oversight of Youth Committee.
- Develop, establish and maintain a creative, inviting program that will connect with unchurched youth and integrate them into the full life of the church.
- Regularly attend and encourage the youth to be present for FPC Sunday morning worship services.
- Develop youth awareness of mission through teaching and mission projects, both local and global.

- Work along side other FPC staff members as a team player, sharing the vision and ministry of FPC; attend all staff meetings, including retreats and other functions.
- Recruit, train and equip adults within the congregation to serve as mentors and supporters of the youth and their activities.
- Offer support and encouragement to the youth while respecting and maintaining confidentiality.
- Commit to be involved in continuing education as it relates to the Student Life Ministry (i.e., crisis counseling, current trends in youth ministry).
- Oversee, implement and provide teaching in both large and small group settings.
- Be responsible for conducting yearly performance reviews of personnel in the Student Life Ministry department.
- Be aware of and comply with all FPC of Lakeland policies.

Knowledge, Skills and Abilities:

- Ability to communicate effectively with youth, parents and congregation through multiple forms of communication (written, verbal, social media, etc.).
- Ability to plan events and coordinate volunteers.
- Basic Computer Skills.
- Valid driver's license and safe driving record.
- Strong organizational skills.
- Knowledge of and ability to responsibly use social media.
- Computer skills including Microsoft Word/Excel, Power Point and Audio/Video/Graphics.

Performance Review Period:

A performance evaluation will be conducted annually by the Associate Pastor for Discipleship.