



First Presbyterian Church
Bakersfield, California
Position Description

Position Title: Director of Student Ministries

(rev. 08/2020)

(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 Jr. High and Sr. High 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 Jr. High and Sr. High students of First Pres are equipped to “Invite people into meaningful life through knowing Christ, loving one another, and blessing the world.”

Nature and Scope of Responsibilities:

This person will be responsible for the Jr. High and Sr. High Ministries. 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 Pastor of Young Families and Discipleship.

The position is full-time with an expectation of regular office hours, including hours on Saturday and Sunday as required to support ministry-related activities and to participate in the life of First Pres. The Director will attend scheduled staff meetings and Discipleship Committee meetings.

Major Accountabilities:

1. Prepare and teach Jr. High and Sr. High lessons to equip students to “Invite people into meaningful life through knowing Christ, loving one another, and blessing the world.”
2. Coordinate Jr. High and Sr. High program and other fellowship opportunities.
3. 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.
4. Coordinate outings and trips for Jr. High and Sr. High Ministries.
5. Participate in strategic activities with Children and Adult Ministries.
6. Recruit, train and equip ministry laypeople for student ministry teams.
7. Other duties to be assigned.

Responsibilities:

1. Sr. High Ministry 50%

With ministry team

- a. Teach and supervise curriculum for the Sr. High program.
- b. Plan and run small groups, meetings and fellowship opportunities.
- c. Organize and oversee Sr. High mission experience.
- d. Organize and oversee regular outreaches, outings and trips.



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- e. Oversee publicity and communication for Sr. High activities.
 - f. Ensure clear communication and support for Sr. High parents.
 - g. Recruit, train and equip ministry laypeople for Sr. High Ministry team.
 - h. Relational time spent with students outside of scheduled programs.
- 2. Jr. High Ministry 30%**
With ministry team
- a. Teach and supervise curriculum for the Jr. High program.
 - b. Plan and run small groups, meetings and fellowship opportunities.
 - c. Organize and oversee Jr. High mission experience.
 - d. Organize and oversee regular outreaches, outings and trips.
 - e. Oversee publicity and communication for Jr. High activities.
 - f. Ensure clear communication and support for Jr. High parents.
 - g. Recruit, train and equip ministry laypeople for Jr. High Ministry team.
 - h. Relational time spent with students outside of scheduled programs.
- 3. 56 Program 10%**
With ministry team and in conjunction with the Children's Ministry Director
- a. Teach and supervise 56 monthly program and curriculum.
 - b. Oversee publicity and communication for event.
 - c. Recruit, train and equip ministry laypeople for 56 Ministry team.
- 4. General Staff Responsibilities 10%**
With ministry team
- a. Attend staff meeting and retreats.
 - b. Attend Discipleship Committee Meetings.
 - c. Turn in reports for Discipleship Committee and Session.
 - d. Create and oversee the Student Ministries Budget and be actively involved in financial accountability.
 - e. Design and lead annual Youth Sunday.
 - f. Assist in worship services when called upon.

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 of development).
5. Agreement with Confessions of Faith and the essential tenants of the Evangelical Presbyterian Church.
6. To become a member of First Presbyterian Church, Bakersfield, California.

Other:

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.

Please email resume and cover letter to info@fpbchurch.com