

**JOB TITLE:** Assistant Pastor/Director of Children, Youth, and Family (CYF) Ministries

**OVERALL OBJECTIVE:** The Assistant Pastor or Director of CYF Ministries will develop and carry out a ministry vision for all children and students—from infants to adolescents (Pre-K to 12th grade)—that roots all programming in the Reformed doctrines of the church and that leads and inspires children and youth to a personal relationship with our Lord Jesus Christ. The individual will work closely with the Senior Pastor and assist in pastoral services of the church and in ministry to the larger community.

### **DUTIES AND RESPONSIBILITIES**

Ministry to Children and Youth:

- Develop, lead and administer Christian Education programs including, but not limited to Sunday School for all ages, children's church, infant/toddler nurseries, weekly/monthly youth group meetings, and special events
- Organize and lead periodic youth missions trips, conferences, retreats, VBS, and other special events
- Maintain and execute a calendar of events for all children and youth activities
- Recruit, train, and manage youth leaders, children's ministry volunteers, and Sunday School teachers, or any other child/youth volunteers as needed
- Regularly evaluate ministry with volunteers, teachers and parents, and adapt as needed; yearly review at a minimum
- Engage and incorporate parents in the ongoing work of the children and youth ministry
- Provide resources to aid parents & families in the discipleship of their children and youth
- Maintain a presence in students' extracurricular activities outside of church (e.g., school events, athletic games, concerts)
- Teach yearly confirmation classes to students (a prerequisite to church membership)
- Administer child safety and emergency procedures, and ensure all volunteers are trained accordingly; ensure background checks are performed on all ministry volunteers

General Pastoral and Administrative Duties:

- Support and communicate with the Senior Pastor in providing pastoral care for families
- Assist with Sunday worship services and occasional preaching
- Recruit and organize youth to periodically serve in the worship service
- Plan and administer the budget for the CYF Ministry
- Attend Session meetings as needed
- Additional duties as determined by the Senior Pastor and Session

### **LIFE AND CHARACTER**

- Active and deep personal relationship with Jesus Christ
- Commitment to relational-ministry and disciple-making among children and youth
- Genuine calling and gift for youth and children's ministry and teaching, with an ability to implement a holistic, Biblically-based curriculum
- Missions and outreach oriented, including leading children and youth to minister to and serve the local community and wider mission-field

### **QUALIFICATIONS**

Education and Experience:

- Bachelor's degree required; Seminary degree preferred
- Strong Biblical and theological knowledge and discernment

- Must affirm the doctrinal essentials of the Evangelical Presbyterian Church (EPC)
- Prior work experience in children/youth/student ministries or Christian Education

Professionalism:

- Strong interpersonal skills and ability to effectively lead children/youth, parents, and volunteers with collaboration, clarity, and conviction as a team toward specific goals
- Commitment to collaborative relationships with the Senior Pastor, staff members, ministry volunteers, Session, and the church congregation
- Expertise in computer technology, digital and social media, with the ability to integrate these tools effectively in teaching and ministry
- Effective organizational, communication, and writing skills

Located in the Kingstowne area in Alexandria, Virginia, Faith Church is a Christ-centered fellowship of believers, passionate about loving and serving God, each other, and others in the name of Jesus Christ. We value God-exalting worship, Biblical preaching and teaching, relationships marked by love and grace, and local outreach and global missions. We are a congregation of the Evangelical Presbyterian Church (EPC).

Interested individuals should email a cover letter, with a brief personal statement of faith, and resumes/CVs to the **Faith Church CYF Search Committee** at **[faith.cyfsearch@gmail.com](mailto:faith.cyfsearch@gmail.com)**. Individuals will also be expected to submit two letters of professional reference, two letters of personal reference; agree to a background screening at a later date; and allow Search Committee access to all personal social media accounts. Please ensure your application is received by **Friday, July 31, 2020**.

Faith Church Kingstowne (EPC)  
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