

## WYTHEVILLE PRESBYTERIAN CHURCH (Updated Jan. 5, 2016)

### Director of Student and Young Adult Ministry

**MISSION:** Provide leadership and guidance for the student and young adult ministry programs of the Wytheville Presbyterian Church.

**ACCOUNTABILITY/RELATIONSHIPS** – The Director reports to the Pastor and is subject to evaluation after a probationary period of 6 months of employment and at least annually thereafter by the Personnel Committee. The Director is expected to be a team player working closely with the Pastor and other staff members, Session, Christian Education Committee, Sunday School Superintendent, parents, and other members of the church in coordinating the programs of ministry at WPC.

### **JOB QUALIFICATIONS:**

Devoted Christian (Presbyterian preferred)  
Trustworthy  
Able to maintain confidentiality  
Relates well to people  
Bachelor's degree preferred  
Excellent organizational and communication skills  
Ability to prioritize work to meet deadlines  
Applicant must pass routine background investigation

**SALARY/ HOURS:** Full Time with Salary compensation recommended by the Finance Committee and approved by the Session each year. The position will require commitment to working later hours and multiple days/nights when traveling with students to certain activities (eg. Retreats, conferences, and mission trips).

**SUMMARY OF RESPONSIBILITIES:** The Director coordinates and plans programs of ministry for the children, youth, and young adults of Wytheville Presbyterian Church. The Director will work cooperatively with the Pastor to provide spiritual nourishment and pastoral care for the families of these children and youth.

### **DETAILED RESPONSIBILITIES**

#### **1. Young Adult Ministry, Youth Group, and Kid's Club**

Plan/organize programs of ministry for Young Adults (Ages 18-30), Youth Group (Grades 6-12) and Kid's Club (Grades K-5)

- a. Develop, coordinate, and facilitate programs and events for each group that include study, worship, mission outreach, and fellowship opportunities.
- b. Provide organizational support for all activities, including the recruitment of volunteer chaperones as needed.
- c. Promote/publicize these programs of ministry to participants, their families, and members of WPC.

d. Encourage participation by all participants in the worship services and Sunday School program of WPC.

e. With the Pastor, provide guidance, support, and instruction for students who participate in the Confirmation program of WPC.

## **2. Christian Education**

Work with the Christian Education Committee and Sunday School Superintendent to facilitate and support the educational programs of the congregation, particularly those for young adults, youth, and children.

a. Plan the annual youth/children Christmas program.

b. Attend and participate in meetings of the Christian Education Committee.

## **3. Mission Outreach**

Participate in WPC program of mission outreach and coordinate the participation of young adults, youth, and children in this program.

## **4. Worship**

With the Pastor, Worship Committee, and Session, develop and organize an alternative worship service for WPC that will help our church to grow. Suggested frequency would be on a quarterly basis.

## **5. Administrative**

a. Meet regularly with Pastor and staff.

b. Provide a monthly report to the Session on all Young Adult, Youth, and Children Ministry programs and activities. Attendance at Session meetings as required.

c. Provide timely information for the Website and Newsletter.

d. Provide recommended budgetary needs for Young Adult, Youth, and Children ministry programs to the Finance Committee annually and manage programs according to the adopted WPC budget

Resumes can be sent to:

Search Committee, Wytheville Presbyterian Church

Attn. Patricia Smiley

415 Lakeview Drive

Wytheville, VA 24382

Resumes can be emailed to:

[hokie75@embarqmail.com](mailto:hokie75@embarqmail.com)

The website address for Wytheville Presbyterian Church is:

<http://www.wythevillepresbyterianchurch.org/>