

POSITION DESCRIPTION

Title: Associate Pastor for Young Family Ministries

Purpose: The Associate Pastor for Young Family Ministries, with direction from the Pastor, shall serve as a colleague in ministry with the staff and congregation to fulfill the mission of San Marino Community Church through the development, implementation and administration of the church's ministry with children, middle and high school students, college age students, and providing pastoral care to young families (families with children up to college age).

Responsibilities:

Parent Ministries: *including but are not limited to*

- Provide pastoral care, guidance, and encouragement to help parents with their own faith, marriage, and parenting skills.
- Encourage parents to become part of the life of the church through greater involvement as teachers, greeters, planners, drivers, etc. developing their gifts.
- Provide resources and support for faith development within the family.
- Interface with San Marino Community Church Nursery School for creative ways to involve parents in church life.

Children Ministries: *including but are not limited to*

- Model excellence in practical teaching and faith development with children.
- Integrate ministry with children into congregational worship including but not limited to Time with Children.
- Develop a strong church school program with the assistance of staff and lay leaders including age appropriate curriculum, recruiting, equipping, and supporting teachers and helpers, and supervising paid caregivers.
- Develop goals and milestones (with markers such as 3rd grade Bibles) which encourage children to grow in faith and understanding.
- Oversee and develop exciting and meaningful programs such as Music and Discovery, Advent Celebration, Christmas Eve Nativity Pageant, Easter Celebration, Vacation Bible School, and All-Church Family Camp.

Student Ministries: *including, but are not limited to*

- Provide a safe and inviting environment for middle and high school students to explore and develop their faith, providing guidance and inspiration.
- Develop a strong student ministry program which includes worship and fellowship. Invite and equip mentors to assist.
- Recruit, supervise, and direct confirmation class.
- Organize periodic mission and fellowship experiences for students including annual mission trips and summer activities.
- Support students through attendance at school plays, music and sporting events and be in communication and cooperation with other local groups.

Other Duties:

- Together with other clergy, act as a staff liaison to the Education and Spiritual Development Committee, providing pastoral support and resources for children's and student programs and projects, including budget development and administration
- Serve as a member of Session, acting as Moderator when appointed to do so by the Pastor.

- Participate in worship at the direction of the Pastor
- Seek opportunities to further his/her own professional and spiritual development
- Assume other responsibilities as assigned by the Pastor

Personal Qualifications/Requirements:

- Ordained in the Presbyterian Church (USA) *preferred*
- Trained in Christian education and student ministry or equivalent experience
- Possess practical experience in Christian education, student ministry, leadership development, and planning student programs in a church setting
- Demonstrates practical experience planning and integrating ministry with children and students into the life of the church and into congregational worship
- Excellent communication skills and ability to relate to others with warmth and compassion
- Comfortable and successful in providing pastoral care
- Strong team-building and organizational skills
- Able to provide worship and administrative leadership

Relationships: The Associate Pastor for Young Family Ministries reports to and is supervised by the Pastor, and is in cooperative relationship with other clergy and administrative staff, as well as with church leaders and members. He/she is a member of the San Gabriel Presbytery.

Employee Category: Full Time, exempt