

Director of Youth and Young Adult Ministry



First Presbyterian Church San Mateo
194 25th Avenue, San Mateo, CA 94403
www.fpcsm.org

Purpose:

The Director of Youth and Young Adult Ministry will serve as a spiritual leader and will model for students and others what it means to follow Jesus. The DYYAM will develop and lead a comprehensive ministry that introduces young people to Jesus Christ and helps them to become fully-devoted followers of Jesus through relationships, inquiry, teaching, mentoring, worship, prayer, ministry, outreach, and mission.

Responsibilities:

1. Plan, develop, and implement all aspects of a comprehensive youth ministry program with emphases on community-building, discipleship, worship, and ministry to others.
2. Develop and maintain relationships with youth and their families, encouraging them in the development of their faith and the using of their gifts in ministry through the church.
3. Support and guide the work of the Youth Ministry Team as it implements the ministry's vision and goals and as it evaluates the ministry's effectiveness.
4. Mentor youth in areas such as scripture study, evangelism, worship leadership, and other leadership skills.
5. Be available to youth in a variety of ways (e.g. meals together; on the campus of their schools; at students' extracurricular activities; in their homes; via social media; in times of crisis, etc.) and maintain some scheduled office hours.
6. Act as an innovative developer beyond the church's historical youth programs with a measurable commitment to reach unchurched students.
7. Seek outside resources for developing the ministry and participate in continuing education and other training opportunities.
8. Organize and plan activities, retreats, coming to know and follow Jesus, including but not limited to the public confirmation of their faith.
9. Recruit, train, shepherd, and encourage volunteer ministry leaders who will be co-laborers in ministry with and to youth and young adults.
10. Be a liaison between the church and other community organizations, people, and resources that relate to youth and youth ministries with particular emphasis on middle schools, high schools, and colleges.
11. Provide leadership and direction with regard to a growing emphasis on young adult ministry.
12. Keep records of youth participation and manage the youth ministry budget.
13. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with church staff and leadership, parents, and the congregation as a whole.
14. Work collaboratively and collegially with the church's staff in the pursuit of the mission of FPCSM, seeking opportunities to integrate ministry to youth and young adults with other ministries of the church.

15. Participate in the broader life of FPCSM and encourage youth and young adults to do the same, including but not limited to Sunday morning and Sunday evening worship services.
16. Attend regularly scheduled and specially called staff meetings, Session meetings, and other meetings as directed by the senior pastor.
17. Periodically preach and/or help lead worship on Sunday mornings as requested by the senior pastor.

Qualifications and Aptitudes:

1. Possesses an authentic faith and trust in Jesus Christ and, as part of the natural outflow of one's own personal relationship with God and gifting by God, is clearly called by God to serve the Lord and his people as a ministry leader through the church.
2. A bachelor's degree in a relevant field is a minimum requirement. Seminary or other professional training and/or prior successful experience in youth ministry are desired.
3. A clear vision for youth ministry and a demonstrated ability to plan, develop, coordinate, manage, and implement a fruitful ministry.
4. Highly relational; genuinely enjoys working with students, young adults, volunteer leaders, families, staff, and others. Must possess a proven ability to work effectively with a diverse community of youth, young adults, and volunteer leaders.
5. Must have excellent interpersonal skills as well as outstanding verbal and written communication abilities and be adept with various forms of electronic communication and social media.

Organizational Relationship and Supervision:

The DYYAM reports directly to the senior pastor for spiritual and ministry guidance and is ultimately accountable to the Human Resources Team.

Compensation: Commensurate with education and experience, to include either housing or a housing allowance based on the final candidate's preference.

Hours: This position is at least 40 hours per week. By its very nature it also requires substantial flexibility with regard to when the Director of Youth and Young Adult Ministry is available for work, including evenings, weekends and extended periods of time for youth activities.

Benefits: Three (3) weeks paid vacation; sick leave; health and dental insurance; mileage; hospitality allowance.

Contact:

Please send a resume and cover letter to
Angela Comstock, chair of the Human Resources Team
bellcomstock@pacbell.net