

**ASSOCIATE MINISTER TO STUDENTS**  
**Job Description**  
**April 29, 2018**

**PRINCIPLE FUNCTION:**

The Associate Minister to Students is a minister to the whole congregation. However, he/she is to provide significant leadership in three areas of congregational life – youth, college, and administrative duties as assigned by Senior Minister. The Associate Minister to Students is under the supervision of the Senior Minister who may assign additional responsibilities as needed, e.g., preaching, visitation, and various administrative duties.

**Qualifications**

A college degree is required, and accredited seminary and/or graduate study are preferred. He/she should have an established history of ministry and leadership within a local congregation.

**Youth**

He/she is to provide vital leadership to the youth ministry of the congregation including the youth (6<sup>th</sup>-12<sup>th</sup> grades) and their parents/families.

- Provide leadership and spiritual enrichment to youth through Bible studies, camps, retreats, mission trips, (this may require overnight stays for things like ski retreat, Passport Camp, etc.)
- Work with Youth Committee throughout the year for ideas and support of overall youth ministry.
- Oversee youth Sunday School department, but not normally teach. Work with the Christian Education Council to recruit and develop teachers.
- Develop ideas and plans for things like outreach/inreach, chaperones/volunteers, youth website, youth leadership teams
- Lead/Oversee Sunday night and Wednesday night youth times.
- Provide regular opportunities for recreation and fellowship.

- Be available for counseling youth and parents. Develop a personal relationship with the Youth by attending sporting events, awards' days, have lunch with Youth members at their schools, etc.
- Assist Youth Committee in preparing and presenting annual budget.
- Lead in worship and other duties as assigned by Senior Minister.

## **College**

He/she is to provide vital leadership to the college ministry of the congregation including college students and their parents/families. Most of this will be helping to create a new ministry through Trinity.

- Provide leadership and spiritual enrichment to college students throughout the year. This may include Bible studies, small groups, retreats, mission trip opportunities, etc.
- Work with College Committee throughout the year for ideas and support of overall college ministry.
- Develop ideas and plans for things like outreach/inreach, small group leaders, other campus ministry opportunities, etc.
- Provide opportunities for recreation and fellowship, and develop a personal relationship with the college students and families.
- Assist College Committee prepare and present annual budget.

## **Administrative**

- He/She will work with the Senior Minister in determining what avenue of administrative duties will fit best with the Associate Minister to Student's gifts (could include things like working with Building and Grounds Committee to help keep up facilities, help prepare meals for Wednesday Night Supper and other special occasions, be staff liaison for special projects, help with fund raising or grants).

\*This job description should be viewed as a guideline with emphasis on flexibility and versatility.