**JOB ANNOUNCEMENT**

**Youth Associate**

**Community Presbyterian Church**

**150 Sherry Drive, Atlantic Beach, FL 32233**

**(904)249-8698**

Community Presbyterian Church (CPC) is seeking a Youth Associate for our Youth Ministries Program. This is an exciting opportunity to be a part of a warm and welcoming staff in a PCUSA church whose goals are ministry, mission, fellowship, and inclusion. We are available and committed to loving our neighbors and serving the needs of our community. We are a Matthew25 church. Our church is steps from the beach and embraces all styles of music in worship.

**JOB CLASSIFICATION**: Part time, approximately 10 hours a week. Youth Group retreats and mission trips will require additional hours on certain weekend and weeks during the summer.

**COMPENSATION**: $10,000.00 - $15,000.00 per year, commensurate upon experience and education

# **Youth Associate: Job Description**

1. Purpose

To work alongside the Minister of Community Life, Director of Christian Education, and Session in planning for, developing, and helping to supervise the youth programs of the church in accordance with the policies and directions of the Christian Education committee.

2. Qualifications

* 1. Working towards or having completed a bachelor’s degree from an accredited college.
  2. The ability to plan, organize, and implement youth programs in the church

3. Primary Duties & Responsibilities

1. To assist in planning and coordinating programs for the Sr. High and Middle School Youth Group which will encourage our youth to grow in their faith in Jesus Christ and in their Christian fellowship with each other.
2. To keep in touch with the needs of the middle school and high school youth and to refer these needs to the appropriate person or committee.
3. To serve as ex officio member of the Christian Education committee
4. To accompany the youth groups on trips, retreats, and conferences
5. To assist in the coordinating, recruitment, training, and oversight of adult volunteers for the youth program
6. To support, in teaching and in actions, Presbyterian Reformed Theology
7. To promote youth programs sponsored by the Presbyterian Church, USA
8. To attend staff meetings, Session meetings, and Christian Education Committee meetings as assigned
9. To occasionally assist in worship (confirmation, graduate Sunday, special youth services)

4. Accountability

Accountable via the Christian Education Committee, to the Minister of Community Life, Director of Christian Education and the Pastor/Head of Staff, to the Session for the performance of his/her responsibilities

The proposed compensation would be a salary range of $10,000 to $15,000, commensurate with education and experience. The Youth Associate would typically work the following typical schedule, but up to 10 hours week :

* Middle School on Sunday: 9:30 – 11:30 (weekly)
* High School on Sunday: 4:30 – 7:00 pm (weekly)
* Planning with Director of Community Life – 1 hour (weekly)
* Monthly Youth Activity – hours vary
* CE Meeting – 1 hour monthly as assigned.
* Youth trips (2 weekend ski trips, 2 weeks in the summer, Church Retreat)

This job has the potential to lead to a full time Youth Director Position as the program grows. Community Presbyterian Church is an equal opportunity employer.

To apply for this position, please email cover letter and resume to Personnel@cpcab.org.