

Position Description for Interim Minister to Students

Position Objective

The objective of the Interim Minister to Students is to maintain existing programs for Middle School, High School and College students. Additionally, a priority will be placed on Loving and Leading our Students into a Growing Relationship with Jesus.

Responsibilities

- Education
 - Lead in the coordination of the Sunday School curriculum.
 - Organize and lead the Wednesday evening activities.
 - Communicate with Youth and College teachers.
- Relationship Building:
 - Actively participate in activities and events related to the youth outside of the church walls, i.e. attend sporting events, drama and musical programs, etc. Take an interest in our students.
 - Spend time with the youth and encourage an open dialog with them.
 - Check in by phone or home visits. Be active on social networking.
- Missions, Retreats and Fund-Raisers:
 - Plan, organize and lead the Middle School retreat for September 2014.
 - Plan, organize and lead the Discipleship Now event for November 2014.
 - Plan, organize and lead the High School Retreat for January 2015 (MLK Weekend).
 - Plan, organize and lead the Middle School Believe Conference February 2015.
 - Plan and organize the Great Bowls of Fire Chili cook-off Fund-Raiser or equivalent.
 - Support VBS by coordinating the Youth to Organize recreational activities (June 2015).
 - Plan, organize and lead the Mission trip for June 2015.
 - Plan, organize and lead the Passport retreat for July 2015.
 - Coordinate with the College teachers to plan and organize the College retreat for August 2015.
- Activities:
 - Plan socials and other activities at least monthly.
 - Work with Junior Parents to plan and organize the High School Senior Luncheon.
- Leadership Teams:
 - Work with Youth Ministry team to organize and coordinate Missions, Retreats and Fund-Raisers.
 - Send monthly updates to the Personnel Committee regarding the status of the Student Ministry and any issues that arise.
- Miscellaneous:
 - Prepare for, attend and participate in staff meetings as determined by the pastor.

- Coordinate all specific ministry area activities with other ministry activities of the church.
- Work well with the staff.
- Work under the leadership of the pastor and remain accountable and responsive to the congregation via the Personnel Committee.
- Be available to the congregation through a well-managed office schedule, serving up to 25 hours each week.
- Be responsible for office coordination and communication from the church to the Students and their families.

The interim period described above will remain in effect until a call has been accepted for the position of Minister to Students but not to exceed January 31, 2015. Continuation of the interim position will then be re-evaluated in light of a call to Minister to Students. Please send resumes to:

St. Matthews Baptist Church
C/O Church Administrator
3515 Grandview Avenue
Louisville, KY 40207