



Rossville Presbyterian Church Job Description

Position Title: Children and Youth Ministry Director

Position Status: Part Time (10-20 hours per week), Exempt position,
Salary: \$15k annually

Responsible to: Lead Pastor

Position Summary

The Children and Youth Ministry Director functions as the lead oversight for all children and youth ministry activities from nursery through (eventually) 12th grade. The primary responsibility is to provide vision and direction for all children and youth-related ministries. The Director shall serve as the primary mover in assuring that all plans and programs are being correctly and effectively implemented. They will work directly with youth aged 1st-8th grades, while maintaining oversight and direction for younger children's (nursery-K) programs and their volunteers. Eventually they will provide additional oversight for a high school ministry.

About the Church

Rossville Presbyterian Church is a rural, established church located in Rossville, IN. We are growing and intentionally seeking to bring multiple generations together through our children and youth ministry. The church is a friendly blend of people from various backgrounds and worldviews, united in our desire to show the love of Jesus to all. The church is a place in which all are welcome and where members enjoy spending time together with their church family.

Spiritual Qualifications

- Personal relationship with Jesus Christ
- Exhibits traits of a disciple of Jesus & maintains a growing walk with Him
- Committed to fellowship at RPC through regular church attendance & attendance at major church events
- Committed to the vision and mission of RPC
- Teachable – desire to grow in faith

General Qualifications

- Passion to help the next generation grow and become mature Christians
- Ability to effectively communicate to various age audiences
- Team player
- Teaching gift and desire to teach
- Strong, creative and innovative leader
- Effective administrative skills – ability to plan and organize
- Dependable and on-time
- Competency in maintaining classroom control & helping volunteers do so
- Teaching degree and/or teaching experience preferred but not required
- Background check required

Responsibilities and Duties

- Primary responsibilities at the start will be oversight for grades K-8
- Using existing curriculum – plan, organize and oversee implementation of weekly lessons for children and youth (K-8) in Sunday school setting (during regular worship service)
- Work with lead pastor to develop and grow a youth ministry for grades 9-12 (to train or hire a person to help guide it)
- Recruit, develop, train and lead volunteers for all age groups
- Teach on a regular basis (1-2x per month) and develop other teachers as well
- Help youth mature and become equipped in leadership
- Provide pathways to discipleship in different areas (large group gatherings, smaller groups, retreats, fun activities, ministry trips, etc.)
- Promote connection with students outside of church walls
- Foster strong communication and relationships with families, ensuring they feel supported in their children's faith journey
- Create a culture of service among children and youth (both inside and outside the church)
- Help students grow in evangelism skills
- Maintain office hours 1x per week (2 hrs. max) for meetings with parents, students and other staff
- Work with lead pastor to engage and develop personal leadership and discipleship skills
- Other duties as assigned

Nothing in this job description restricts RPC's right to assign or reassign duties and responsibilities to this job at any time.

Created 1/13/25