

ST. ANDREW PRESBYTERIAN CHURCH
10183 Donelson Drive
Williamsport, MD 21795

Youth/Young Adult Ministry Coordinator
JOB DESCRIPTION

Job Title: Youth/Young Adult Ministry Coordinator
Immediate Supervisor: Rev. Mark Sandell

Summary: Coordinate, plan and lead youth and young adult meetings, programs and events.

Key Job Responsibilities and Duties:

- Coordinate/plan/lead Youth Group Meetings at church
- Coordinate/plan/lead Young Adult Events
- Maintain established College Aged/Military Ministry
- Coordinate/plan/lead Mission Trips (locally and nationally)
- Coordinate/plan/lead activities such as Creation Fest, Youth Sunday, Dessert Theater, Youth Retreats, etc.
- Support and be involved with Living Nativity, Hoe Down/Scarecrows, REACH, Food Bank, etc.
- Maintain communication with youth through social media/website, personal contact, etc.
- Provide support ministry/visitation for youth families as needed
- Work under the supervision and mentoring of Pastor Mark
- Work with Christian Education Director, Pastor, Other Committees as needed
- Attend staff meetings as scheduled
- Maintain records and budget
- Other duties as assigned

Salary and Benefits Package

- Salary range from \$25k to \$28K, 25-30-hour flexible schedule, depending on skills, experience and education.
- 2-week paid vacation
- 1-week study leave allows opportunity to attend conferences
- Car allowance
- Professional expenditure allowance

Qualifications and Skills Needed:

- Knowledge of the Bible
- College Degree (two or four year)
- Seminary degree not necessary, but coursework/degree in biblical studies/ministry a plus
- Successful leadership experience with youth/young adult ministry
- Energetic, enthusiastic and the ability to physically participate in activities
- Able to pass background check
- Knowledge and proficiency with youth oriented social media.

Please send resume by March 15, 2019 to Rev. Mark Sandell by email at marksandel@yahoo.com or mail; email is preferred.