

# Director of Student Ministries

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Hamblen Park Presbyterian Church is in Spokane, Washington in a thriving and diverse region of the city, close to outstanding outdoor recreational opportunities. We are seeking an experienced Director of Student Ministries. Hamblen Church has a long history of quality ministry with youth and families. We hope to grow the communities, educational opportunities, and volunteer ministries that invite youth to follow Jesus Christ. Send résumé to [stevew@hamblenpres.org](mailto:stevew@hamblenpres.org).

**Mission:** HPPC is committed to growing active followers of Jesus Christ and building his community.

**Purpose:** Lead a youth ministry and outreach program for youth that invites them to follow Jesus Christ.

**Accountable to:** Pastor, Head of Staff

## Essential Functions:

1. Oversee ministry with junior high and senior high students (youth) in our church and area to ensure they are invited to follow Jesus and grow closer to his community. This ministry may include worship, mission, outreach, large and small groups, mid-week ministries, confirmation classes, special events, retreats, fundraisers, camps, student leadership development, and Sunday school classes.
2. Create, evaluate, and carry out an ongoing outreach strategy to youth outside the church.
3. Maintain an active presence on appropriate campuses.
4. Supervise and equip volunteers, student leaders, and interns or staff (when applicable).
5. Engage in a regular and hands-on teaching ministry to youth.
6. Cultivate ongoing fluency in youth culture.
7. Administer budgets related to ministry area.
8. Participate in church-wide programming, events, and congregational life; involve youth in other ministry areas to foster intergenerational community.
9. Network with other Youth leaders in the area and presbytery.
10. Work with available staff to create and distribute both print and electronic communication such as fliers, calendars, applications, social media postings, information on upcoming events, etc., and keep database updated.
11. Communicate with parents regarding their student's participation.
12. Interact and provide intentional discipling in youth-appropriate ways by supporting, listening to, counseling, teaching, encouraging, challenging, inviting, laughing, playing, investing in, and loving, youth. Attend their activities. Connect with their parents.
13. Ensure adherence to church policies and create a safe environment for youth
14. Be a colleague to the professional staff of the church. Serve on the program staff team and other teams and committees as directed by the Pastor, Head of Staff. Attendance at evening meetings required.
15. Participate in worship leadership as assigned.
16. Other duties as assigned by the Pastor, Head of Staff.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## Knowledge, Abilities, Qualifications:

- Demonstrates and articulates a lifestyle that reflects and encourages a close, personal relationship with Jesus Christ
- Embraces classic reformed theology compatible with Presbyterian faith
- Enthusiastically supports the HPPC mission
- Works as a team player, supporting and encouraging other staff
- Proven ability and desire to work with youth and adults
- A strong commitment to evangelism
- Represents church leadership and changes through supportive and positive interpretation and communication
- Demonstrates strong leadership, organization, and communication skills with an ability to work effectively without immediate supervision
- Effectively collaborates with church members and newcomers
- Passes all the background checks required by HPPC and Washington State for both working with children and performing financial duties. These background checks may be repeated throughout employment.
- Education: Minimum of bachelor's degree in education, ministry, theology, or related field, or equivalent experience preferred.
- Experience: Minimum of five years of related experience performing same/similar duties with youth in a church preferred.

**Environmental & Physical Demands:** Must be able to work evenings and weekends as program needs change. Work hours will flex according to seasonal workload. As with any ministry, hours may be irregular and require frequent availability. The physical demands described

here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee must be able to climb stairs, deliver educational presentations, lead outdoor events and high energy games and activities, attend overnight retreats, and occasionally sit or stand for up to three hours. Occasional twisting, bending, squatting, kneeling, and climbing. Must be able to lift up to a maximum of 50 pounds on an occasional basis for program set-ups.

**Status:** This is a full-time, exempt, ministerial position, excluded from overtime regulations, and other rights and protections afforded nonexempt workers.

**Compensation & Benefits:** \$41,000 salary, (\$5k of which may be designated as a taxable medical offset allowance) \$1000 in study and professional vouchered allowance. Four weeks vacation annually. Refer to HPPC employee handbook for details regarding benefits.