



# Southminster Presbyterian Church

799 Washington Road  
Pittsburgh, PA 15228-2001  
412-343-8900  
www.spchurch.org  
info@spchurch.org

## JOB DESCRIPTION

### A. General

Job Title: Director of Youth and Young Adult Ministries  
Reports To: Senior Pastor

### B. Essential Duties and Responsibilities

1. For Senior High youth:
  - a. Leads weekly youth group.
  - b. Organizes and leads retreats, local mission trips, summer mission trip, social events and summer activities.
  - c. Becomes involved in school and community youth activities.
  - d. Recruits and oversees lay adult leaders.
  - e. Coordinates and teaches Senior High Church School class.
2. For Middle School youth:
  - a. Leads weekly youth group.
  - b. Organizes and leads retreats, social activities and local mission trips.
  - c. Recruits and oversees lay adult leaders.
3. For Confirmation class:
  - a. Participates in teaching 8<sup>th</sup> grade Confirmation class.
  - b. Conducts retreats and other activities.
  - c. Organizes and oversees mentors.
4. Participates in Celebrations of Worship as assigned by Senior Pastor.
5. Participates in Church life and activities, including meetings, fellowship and retreats.
6. Serves as a staff liaison for the Disciple Making Committee, Safe Church Committee and church-owned retreat center.
7. Upholds and assures compliance with professional standards of behavior and development.
8. Performs other duties as assigned by the Senior Pastor.

### C. Minimum Education and Experience Requirements

- EDUCATION: College Degree
- Desire two years of youth and young adult ministry experience.
- Acts 33 and 34 Clearances

### D. Date Job Description Completed

- October 1, 2019

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Representative of Church

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Date

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Employee

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Date