



Jr. High Coordinator Job Description

Position: Part time 20 Hours

Reports to: Pastor of Emerging Generations

New Life Presbyterian Church is a PCA church of over 500 people in Dresher, PA, a suburb of Philadelphia. Our purpose is to know Jesus and make Him known while embodying our core values of the Gospel, transformation, community and mission. The Jr. High ministry is a group of approximately 35 students.

The Jr. High Youth Leader leads and coordinates the Jr. High ministry by equipping and training volunteers, partnering with parents, and shepherding and discipling the Jr. High students. The Jr High coordinator is also responsible for teaching and coordinating teachers for Sunday school and Youth Group lessons. **Please send your resume to dave.hopping@newlifedresher.org if interested in applying.**

Roles of the position

1. Directly oversees the JH youth program
2. Helps the Pastor of Emerging Generations gather, train, mobilize & oversee the JH youth volunteers
3. Has an understanding of Child Protection Policies & is able to guide volunteers on carrying them out.
4. Works with the Pastor of Emerging Generations to choose & implement curriculum for Junior High Sunday School and Youth Group
5. Organizes, implements, & teaches Sunday School Classes and Junior High Youth Group
6. Plans and executes yearly retreats, trips, & outreach events with the Junior High youth
7. Coordinates consistent communication with the Junior High families & youth volunteers
8. Engages relationally with Junior High youth and their families
9. Team participant with Church Staff
10. Participates in the purpose & core values of the church (<https://newlifedresher.org/who-we-are/purpose-and-core-values/>)

Outcomes Required of the Position

1. A program that enables NLD youth to Know Jesus, Grow in Community, and Go on Mission.

2. Youth volunteers in place & well trained for discipleship ministry.
3. Parents are well informed & welcomed into the ministry of the youth program.
4. Students are given the opportunity to be involved in developmentally appropriate activities & mission where their faith can become their own.
5. Students from a variety of schools are shaped into a community where they experience church life.
6. The youth program functions as a part of the overall ministry of NLD, working together multi-generationally alongside of the other ministries of the church.

Key Responsibilities

1. Teach Sunday school & Youth Group lessons
2. Plan & organize youth programs, events, and trips
3. Oversight of youth volunteers
4. Relationship building & Discipleship with youth
5. Embody our Core Values and be a member (or moving towards membership) at NLD
 - a. Being known in a smaller group setting within the church (i.e. Home Group, Bible Study, other smaller groups to be fed within the church)
 - b. Meeting with non-believers
 - c. Participating in occasional missions trips
 - d. Growing & developing in the Gospel
6. Complete miscellaneous Staff responsibilities

Personal development opportunities

1. Network with local, national, and virtual youth ministry networks.
2. Attend one youth ministry-related conference each year for continuing education

EDUCATION and/or EXPERIENCE

- A good Gospel and Reformed theological understanding
- Shepherding and discipleship experience
- Demonstrated teaching gifts
- Have/Obtain all PA and Federal Child Clearances

SKILLS & ATTRIBUTES

- Servant leader
- Able to delegate and be organized
- Energy and creativity in creating/implementing activities/games for Youth Group
- Able to teach
- Sense of humor
- Shepherd's heart
- Teachable and humble
- Gifted to build relationships with Jr High students