

STUDENT MINISTRY ASSISTANT FOR FEMALE STUDENT CARE

PART-TIME POSITION OPENING SUMMARY

Lebanon Presbyterian Church is hiring a Student Ministry Assistant with a focus on Female Student Care. This is a Part-Time position focused on female junior high students, high school students. This position is responsible for overseeing pastoral care ministry and discipleship to female students. This is to be accomplished by developing personal friendships, by mentoring, and by Biblically discipling them in individual ways, through small and large group meetings and events. This position will also need to create an environment which meets female students where they are and allows them to feel confident in sharing their life. Applicants are encouraged to apply by February 1, 2024. to admin@lebanonpresbyterian.org with a cover letter, testimony, ministry vision statement, resume, and references.

Duties:

PRINCIPAL WEEKLY DUTIES (20 hours/week)

Connect and ongoing ministry with female students outside of regular weekly meetings.
Responsible for ministry data management, ministry calendar and communication.
Regularly help prepare, attend and participate in weekly Jr high/high school club meetings
Help prepare, lead, and participate in a student ministry small group.
Attend all Leadership and team meetings. Organize content/materials for leadership meetings.
Coordinating other female leaders for female events & necessary communication.
Participate and help lead Team Meetings and Leader Mentoring.
Weekly Worship Attendance.

PRINCIPAL ONGOING/YEARLY DUTIES

Lists are not extensive or complete and are subject to change.
Availability for weekend and weeklong summer camp, retreat and mission events.
Attend and engage in ministry training opportunities.
Demonstrate, Maintain and Develop: Knowledge and Training in the Discipleship of Teenagers.

This is designed to be a part-time position.

Keep standard office hours and attend weekly staff meetings.
Peer-mentoring and pastoral care role as they meet regularly with other young adults.
Meet weekly with Student Ministry Director for oversight and ideas.
Monthly meeting and regular correspondence with the Young Adult Ministry Team.

Reports to the Student Ministry Director and Student Ministry Team.
Part-Time Exempt.

Qualifications:

Have a clear testimony of faith in Jesus Christ and a call to this ministry position.
Be a mature, evangelical Christian with a strong biblical foundation.
The ability to handle personal information in a confidential manner.
Have a high school Diploma.
Be committed to a long-term development of Student Ministry with enthusiasm and dedication to working directly with all ages of Student Ministry.
Set a positive example in personal relationships, family life and moral and ethical character.

Self-motivated with the ability to complete tasks without constant supervision.
Have training and/or experience in Student Ministry and display a love for Student Ministry.
Willingness to be trained to grow in skills.

Personal Faith:

Demonstrate and maintain a personal saving relationship with Jesus Christ, Spirit-filled life, Biblical Knowledge, Christian Worldview, and an Evangelistic Attitude.

Demonstrate and model personal spiritual discipline including but not limited to personal Bible study and devotion, an active prayer life, and participation in the worship and fellowship of Lebanon Presbyterian Church.

Application:

To Apply, please send the following: Cover Letter, Résumé, Testimony, Statement of Faith, Ministry Vision, References to admin@lebanonpresbyterian.org. Application deadline is Feb 1.

About LPC:

Lebanon Presbyterian Church (LPC) is a 500 member church located in Lebanon, Ohio. We belong to the Evangelical Presbyterian Church (EPC) Denomination. We are a Christ-centered and mission minded church that seeks to grow in faith through a Biblical foundation. We believe in teaching and preaching the word of God as it is found in the Bible through the Holy Spirit. Lebanon, Ohio is located in the middle of the Cincinnati-Dayton Greater Metro Areas.

Definitions:

Cover Letter: A written document submitted with a job application outlining the applicant's credentials and interest in the open position.

Résumé: A résumé or resume is a document created and used by a person to present their background, skills, and accomplishments. Résumés can be used for a variety of reasons, but most often they are used to secure new employment. A typical résumé contains a "summary" of relevant job experience and education.

Testimony: A narrative account of your faith history and conversion or acceptance of Jesus as your Lord and Savior.

Statement of Faith: A personal faith statement reflects an individual's thoughts about his/her relationship with God, church and Jesus Christ. It is important to cite scripture to justify your perspective. It may be helpful to use phrases beginning with "I believe," and to include anecdotal accounts to describe your faith journey.

Ministry Vision:

A brief overview of how you see yourself in this role: Your heart, ideas and plans for this ministry and vision for what God might be calling you to do in this ministry.

References:

Please include (3) references: (1) Pastoral, (1) Professional, (1) Personal