

## **ASSOCIATE PASTOR - MINISTER OF STUDENTS** **(Pastor Chris)**

As an employee of Cowee Baptist Church, every effort must be made to carry out your job in a Christ-like manner. Job performance will be evaluated on the following criteria:

- competency in job related requirements
- confidentiality in all matters of business
- unquestionable conduct in carrying out said job

Failure to achieve any or all of this stated criteria, may lead to termination. Being a representative of Cowee Baptist Church, all employees should reflect God's love to everyone with which they work and associate.

### **Job Classification:**

Salaried, Full-time (40 hours per week)

### **Principle Function:**

To assist the Pastor in his leadership of the church and to lead a comprehensive ministry to students and their families.

### **Responsibilities:**

- To represent the pastor in meetings and on church committees, as assigned or requested.
- Conduct weddings and funerals of church members (and others as time permits).
- Fill the pulpit upon the request of the pastor.
- In the absence of the pastor, temporarily fulfill necessary duties for the ministries of the church to continue in an orderly and effective manner.
- Lead a comprehensive ministry to the church's students and their families.
- Consult with the responsible student leaders for planning, conducting and evaluating a student ministry and in enlisting appropriate student workers from the congregation.
- Conduct special training opportunities for student ministry workers.
- Lead the church in planning and conducting special programs (e.g. retreats, camps, etc.) that will serve as opportunities for students to grow spiritually.
- Lead the church in visitation of students and their families. Also, encourage workers to visit/contact prospects and absentees.
- Promote the church's family and student ministry in the appropriate communication methods being utilized by the church.
- Serve on the church council.
- Aid in the development of an organized ministry to college/career young adults.

- Serve as an encourager for church members who are attending college away from our community and seek to draw them into the church's fellowship during college breaks.
- Assist the Nominating Committee to prayerfully enlist and train potential student and college ministry workers.
- Assist in preparing the annual budget for assigned ministries.
- Advise volunteers of available resources.
- Stay current and informed on new methods to enhance students and families ministry.
- Prepare and make reports to the Pastor and semi-annually to the Personnel Committee.
- Perform other responsibilities assigned by the Pastor or Personnel Committee.
- Facilitate student mission projects and short-term mission trips.

The Pastor directly supervises the Associate Pastor- Minister of Students