

## **JOB DESCRIPTION**

**NAME:** Vacant  
**JOB TITLE:** College/Young Adult Coordinator  
**DATE:** September, 2019  
**JOB STATUS:** Part-time 15-20 hours per week  
**DEPARTMENT:** Adult Ministry  
**REPORTS TO:** Associate Pastor

**PURPOSE:** To coordinate Glenkirk's efforts with college age and young adults by organizing ministry opportunities that will promote Glenkirk's mission with this group.

### **MAJOR DUTIES AND RESPONSIBILITIES:**

- Coordinate a weekly discipleship-oriented gathering for college and young adults within Glenkirk and in the community.
- Support current small group efforts and other Glenkirk ministries to college and young adults
- Create regular (monthly or semi-monthly) events designed to connect college and young adults to Glenkirk and to each other and provide missional opportunities
- Build relationships with college age and young adults currently attending Glenkirk.
- Be available to attend and help lead retreats and special events
- Work closely with the Director of Student Ministries to build relationships with high school upperclassmen to promote a smooth transition into College and Young Adult Ministry.
- Attend one of Glenkirk's worship services and be available for upfront roles when appropriate.
- Build partnerships with APU's Campus Ministry Department for collaboration.
- Coordinate with elders assigned to assist in ministry to college and young adults.
- Other work as assigned.
- Maintain office hours and participate in staff meetings, retreats, and other meetings as requested.

### **NECESSARY SKILLS:**

1. Love for the Lord accompanied by a mature Christian faith.
2. Some formal theological training (undergraduate or graduate level).
3. Ability to clearly communicate their faith to others.
4. Agreement with ECO Presbyterian Church Essential Tenants.
5. Proven ability to develop meaningful relationships with college age and young adults.
6. Ability to plan, organize, equip and lead new programs.
7. Be a team player following the vision of Glenkirk to lead the uncommitted to become fully devoted followers of Jesus Christ.