

**BETHANY COMMUNITY CHURCH
JOB DESCRIPTION**

Pastor/Director of College and Career Ministries

Summary: The Pastor/Director of College and Career Ministries leads the congregation in engaging and equipping 18 to 30 year-olds to be wholehearted and lifelong followers of Christ.

Location: Bethany Green Lake

Reports to: Executive Pastor (or designee)

FLSA Status: Exempt, Full-time

KEY RESPONSIBILITIES

- Inspire and engage the congregation and Bethany ministries with a vision to lead and equip those 18-30 years old to express Christ in their daily lives
- Recruit, inspire, train, and encourage ministry volunteers and Bethany staff to plan and provide leadership for all College and Post College/Early Career Ministries (large and small group gatherings, events, classes, retreats, and intergenerational relationships)
- Teach, lead, and invite those 18-30 years old into Christian formation opportunities and provide resources for participants and leaders that are consistent with Bethany's theology, developmentally appropriate, relevant, and user-friendly
- Develop caring relationships and provide pastoral presence in the midst of celebrations and crises with those 18-30 years old, their social circles, and the congregation of Bethany Green Lake
- Perform other duties as a member of the Bethany Green Lake and Bethany Community Church Staff, or as the situation arises/assigned by supervisor

POSITION QUALIFICATIONS

- Biblically grounded follower of Jesus; lifestyle that reflects devotion to Christ
- Gifted as a leader and teacher to those 18-30 years old
- Dedicated to and capable of equipping others for ministry
- Conversant in faith and young adult development
- Contagious enthusiasm for learning
- Excellent public speaking and written communication skills
- Work experience with those 18-30 years old
- Master's degree preferred
- Computer skills in Microsoft Office, including Word, Excel, and PowerPoint
- Ability to manage both people and financial resources, experience preferred

OTHER SPECIFICATIONS

- Work Schedule:* Typical work schedule is Sunday through Thursday, 40+ hours/week
- Physical Demands:* Must be able to work in an office environment, often at a computer workstation. Must be able to move between buildings on campus. Must be able to lift small boxes and/or equipment up to 25lbs.
- Working Conditions:* Due to seasonal activity, job duties may often require additional hours and availability outside normal working hours. May require flexibility to adjust work schedule from time to time to work early or later than regular schedule.
The office environment is fast-paced and may be considered stressful, because of numerous urgent and unexpected requests that may require multitasking.
Non-smoking building and environment.
- Compensation:* Dependent on experience
- Benefits:* Full benefits for employees working 21+ hours/week including: medical, dental, and life insurance.

This job description is intended to describe the general nature of this job, and may not include all responsibilities that might be required of the person holding this position. This job description is subject to change at any time at the sole discretion of Bethany Community Church, and does not establish a contract for employment.

