

## Ministry Description

February 2, 2022

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**Title:** Student Ministry Director  
**Reports to:** Discipleship Pastor  
**Work Hours:** Full Time

**CCBFC Student Ministry Mission Statement:** To come alongside parents in making student-aged disciples of Jesus Christ in the Lehigh Valley who are equipped to bear gospel fruit in the home, in the church, and in the world.

**CCBFC Student Ministry Values:** Word Focused, Doctrinally Grounded, Holy Spirit Dependent, Gospel Centered, Worship Oriented, Community Minded, Culturally Engaged.

**Our Vision:** Students who seek to glorify God by believing in His Son Jesus, knowing Him through His Word, living for Him through His Spirit, corporately worshipping Him with His people, serving those around them both spiritually and physically, and sharing the gospel with others.

**Overview:** The Student Ministry Director is a full-time staff position at Cedar Crest Bible Fellowship Church (CCBFC) in Allentown, PA. The man in this position will augment the efforts of both the parents and the elders to teach our students (and outside students as opportunities arise) the gospel of Jesus Christ and how that gospel shapes their lives. He will do this by shepherding the students alongside of the parents by teaching, engaging, and praying for the students. He will oversee a team of volunteer student ministry leaders and equip them to assist him in overseeing the student ministries at CCBFC.

### Qualifications:

- **Relationship with God:** The candidate knows their sins are forgiven through faith in the finished work of Jesus Christ alone. The candidate has been baptized by immersion as a disciple of Jesus and is walking in daily communion with God through the means of grace (e.g., Scripture reading/meditation, prayer, faithful church participation, the Lord's Supper, etc.)
- **Qualifications in 1 Timothy 3:1-7; Titus 1:6-9:** The candidate is maturing in these qualities. Although this position is not an elder, the candidate should be a man aspiring towards this office who has a humble and teachable spirit.



- **Doctrine:** The candidate is in full agreement with the Bible Fellowship Articles of Faith: <https://www.bfc.org/who-we-are/articles-of-faith/> and the BPL's: <https://www.bfc.org/who-we-are/biblical-principles-for-living/>
- **Philosophy of Ministry:** The candidate is in full agreement with the mission statement, core values, and vision of the Student Ministry (CCBFC Student Ministry Values listed above) and the broader church (these go hand in hand)
- **Experience:** The candidate has at least 2-3 years of experience leading and teaching students.
- **Education:** 4-year college degree or seminary degree in Bible, Theology, or Ministry preferred.
- **Membership:** The candidate will become a member of Cedar Crest Bible Fellowship Church
- **Ordination:** The candidate will pursue ordination in the Bible Fellowship Church within the first two years.
- **Clearances:** The candidate is willing and able to pass all child clearances (PA Child Abuse Clearance, Police Background Check, and FBI Fingerprinting).

#### Primary Responsibilities:

- **Oversee Student Ministries:** Strive to ensure that all current ministries are staffed, attended, and are in line with our mission, core values, and vision.
  - *Youth Group:* Activities, worship in song, teaching, small groups
  - *Wednesday Night Programs:* Journeymen & Girl's Quest
  - *Middle School Sunday School.*
  - *High School Sunday School*
- **Teaching/Preaching:** Commit to both expositional and doctrinal teaching, making applications that are age appropriate and engaging.
  - *Preach/teach through Scripture* (i.e., sequentially through books, thematically, etc.)
  - *Teach Doctrine* (i.e., theological categories, topical studies, cultural challenges, etc.)
  - *With the Discipleship Pastor, oversee and implement curriculum for all student ministries*
- **Shepherding:** Connect with and minister lovingly and respectfully to parents/guardians and students
  - Visitation, counseling with students, supporting parents (when necessary)
- **Development:** Commitment to personal spiritual and professional growth
  - Continually pursuing personal and theological growth
  - Willing to be mentored by the Pastoral Staff
- **Equipping/Training Leaders:** Lead, develop, and work with a team of qualified volunteers.
  - *Recruit qualified leaders*
  - *Hold and lead volunteer meetings*



- **Overnight & Day Spiritual Retreats:** Responsibly and intentionally oversee students at retreats and trips, ensuring alignment with our mission, core values, and vision. \*Some of these are flexible for change.
  - *\*Fall Retreat (day)*
  - *Sno Glo (weekend – denominational)*
  - *Core Challenge (day – denominational)*
  - *\*D3 Youth Conference (week – Louisville, KY)*
  - *Missions Trip (1 ½ - 2 weeks – various – attend as leader. Others may lead)*
- **Events/Activities:** Responsibly and intentionally plan events
  - *Currently: Superbowl Party, Senior Night, Game Night, Christmas Party*
  - *Service Opportunities in Church and Community*
- **Administration:** Responsibly and intentionally plan and communicate with the Discipleship Pastor, staff, elders, parents, leaders, and students when necessary.
  - *Propose and oversee an approved annual budget*
  - *Cooperate with office to ensure all student ministry volunteers have updated child safety clearances and agree with Cedar Crest's current CSAP (Child Sexual Abuse Policy) Manual*
  - *Exercise oversight to ensure all ministries are in alignment with Cedar Crest's current CSAP (Child Sexual Abuse Policy) Manual and serving on the review team.*

### Other Responsibilities

- Attend all staff meetings
- Attend other ministry meetings as determined by the Senior Pastoral Leadership Team
- Assist the pastors with preaching, teaching, weddings, funerals, Lord's Supper, Baptism, and visitation as appropriate

If you have read the job description and believe you are a good fit, e-mail your resume' and 2-3 samples of your preaching/teaching to: [cvonholt@cedarcrest.church](mailto:cvonholt@cedarcrest.church)

