

St Andrews Covenant Presbyterian Church, Wilmington, NC

Director of Children & Youth Ministries

Position Type: Full-time with paid vacation and flexible schedule

Reports To: Associate Pastor

Ministry: Children and Youth Ministries

Classification: Professional Staff, Full-Time, Salaried, Exempt

Position Summary

The Director of Children and Youth Ministries (Non-Ordained) provides leadership for a comprehensive ministry that nurtures the faith formation of children (preK–5th grade), youth (grades 6–12), and their families. This role develops age-appropriate Christian education, fosters intergenerational relationships, and equips parents/guardians as primary faith formers, all within the theology and polity of the Presbyterian Church (USA) and safety policies of SACPC.

This role is extensive and requires collaboration with staff, volunteers, youth, and families, as we pray and play together. The ideal candidate can help create an environment inside and outside of the church walls that holds space for the spiritual and personal growth of children, youth, and their families. This position is not meant to be done alone but in community with the support and care of staff and volunteers alike. Our congregation is open to new opportunities and possibilities for our children and youth ministries, with the emphasis of centering our children and youth more in the life of the church.

Key Responsibilities

Youth Ministry (Middle-High School)

- Plan, lead, and assess youth programming (youth small groups, Sunday school, monthly events, and worship elements).
- Recruit, train, and support volunteer leaders.
- Coordinate confirmation class, in partnership with pastoral staff.
- Coordinate retreats, mission trips, conferences, and special events.

Children's Ministry (Preschool–5th Grade)

- Oversee and coordinate Sunday School and other faith formation programs for preschool through elementary-aged children.
- Recruit, train, and support teachers and volunteers.
- Plan and lead events (e.g., Vacation Bible School, Advent pancake dinner, and Wednesday night programming).
- Serve as the supervisor for the Nursery Coordinator.

Family Ministry (All Ages)

- Provide resources and communication to help equip and support families to practice faith together.
- Plan intergenerational events that build relationships across age groups.
- Maintain regular communication with families about programming and opportunities.

- Engage children, youth, and families in the worshiping life of the congregation (worship bags, liturgist, usher, etc.) and support key milestones (Bible presentations, confirmation, etc.).

Faith Formation

- Ensure continuity of faith development from early childhood through high school.
- Provide a safe, welcoming, and engaging environment for children and youth.
- Develop a balanced program including Bible study, service, mission, and community-building.
- Select or develop curricula consistent with Presbyterian theology, PC(USA), and our church values.

Communication and Congregational Engagement

- Advocate for children, youth, and family ministry within the life of the church by centering the focus on the next generation.
- Communicate regularly via email, church app, weekly newsletter, and social media.
- Build strong relationships with children, youth, families, volunteers, and the broader congregation through active participation within and outside the church.
- Collaborate with staff and committees (e.g., Children's Ministry Team and Youth Leadership Team).

Administration & Safety

- Manage ministry budgets for children, youth, and family programs.
- Maintain attendance, registration, and permission forms.
- Ensure compliance with child protection and safe church policies, including volunteers.
- Lead program and event coordination, scheduling, and volunteer recruitment.
- Manage resources and supplies for programming (snacks, craft materials, etc.)

Qualifications

- Experience working with and leading children and youth in a church setting.
- Understanding of Presbyterian Church (USA) theology and values (or willingness to learn).
- Strong leadership, organizational, and communication skills.
- Ability to recruit, train, and resource volunteers.
- Commitment to creating an inclusive and welcoming environment for all families.
- Love Jesus and love working with children and youth.

Core Competencies

- Openness to learn from children, youth, families, and volunteers alike.
- Focus directed toward relational ministry across multiple age groups
- Program development inside and outside of the church for children, youth, and families
- Volunteer coordination, leadership, and team building
- Pastoral care and communication
- Organizational and administrative effectiveness
- Collaborate with others in respectful, dependable, and timely ways

Work Schedule

- Flexible schedule with on-site and off-site hours.
- Requires regular attendance at Sunday morning Worship, Tuesday morning staff meetings, and Wednesday night events.
- Participation in retreats, mission trips, and seasonal programming as needed.

Compensation & Benefits

- Annual salary commensurate with experience
- Paid vacation time
- Hybrid options available after working for a period of time
- Professional Development Opportunities

To Apply

Submit resume, cover letter, and three references that speak to your experience, faith, and character to plucas@sacpc.org