



OPEN POSITION

HIGH SCHOOL MINISTRY COORDINATOR

CPC is searching for our next High School Ministry Coordinator.

POSITION OVERVIEW

Our High School Ministry Coordinator will work under the oversight of our Director of High School Ministries. This candidate must have a heart for working with high school students to nurture them in the faith as they journey to know, love and serve God. The Coordinator will have a significant voice in strategizing as well as assessing and implementing programs.

OUR CHURCH

Community Presbyterian Church, known locally as CPC, is a thriving, gospel-centered community of Christ followers located in the East Bay of Northern California. The purpose of our church family is "Reaching People and Following Jesus." This simple statement anchors our church and guides everything we do. It is what we're all about. It shapes our hearts, informs our actions, and aligns our efforts.

OUR MINISTRY

CPC's high school ministry is committed to reaching out to students in our valley to make a lasting impact in their lives and to offer them the love, support, and discipleship they need to live into all that God has for them.

THE STAFF

Working on staff at CPC means we are ALL IN. The four values we hold are TRUST-TEAM-INNOVATION & FUN. We love to be together, work together and have FUN together. We value innovative ideas.

PERSONAL QUALITIES FOR THE POSITION

- Love for Christ that is evident in an individual's life and character
- Love for high school student's growth and development in Christ
- A strong written and interpersonal communicator
- A die-hard work ethic for administrative detail
- Confidence in programmatic planning
- A relational and missional philosophy to ministry
- An evangelical, reformed theology

To Apply

If you sense God might be leading you to step into this role, please send your resume to guy@cpcdanville.org. I look forward to hearing from you!!

Also, visit us online at CPCStudents.org and CPCDanville.org

ROCK
STUDENT LIFE



COMMUNITY
PRESBYTERIAN CHURCH

POSITION DESCRIPTION

Position: High School Ministry Coordinator
Department: Student Ministries
Reports to: Director of High School Ministries
Classification: Exempt, full-time (30 hrs/wk, benefits offered)

Overview of Ministry

It is our goal to reach high school students in our community and to help them learn to trust and follow Jesus during one of the most vital developmental phases of their lives. The high school ministry coordinator provides strategic ongoing support to strengthen our ministry to this age group. This position works in close collaboration with and under the oversight of our director of high school ministries to create a cohesive high school strategy.

Purpose

To provide ministerial, logistical, and programmatic support for the high school ministries of Community Presbyterian Church.

Key Responsibilities

- Pursue your own spiritual and professional growth, striving to live out your faith in visible and influential ways
- Creatively contribute to the purpose of our church, "Reaching People. Following Jesus" as we lead students to live it out through worshipping, connecting, and serving.
- Assist the planning and implementation of our weekly high school ministry programs, including teaching occasionally.
- Assist in managing and equipping interns.
- Assist in recruiting and developing our volunteers.
- Share oversight of planning and implementation of camps and retreats.
- Assist in year-long program development for the ministry.
- Support communications with students, parents, volunteers, and staff through texts, emails, and social media.
- Support the implementation of periodic connection events to strengthen fellowship among students and leaders.
- Maintain Student Ministry database and website
- Perform other duties as assigned.

General Expectations

- Strive to be relationally engaging with students and parents
- Work with both a professionalism, creativity, and a fun attitude
- Lead with integrity, servanthood, and Biblical standards
- Support and actively participate in the life of the larger church family
- Attend worship service, Mexico mission trip, camps, and retreats
- Able to multi-task and prioritize issues with a strong attention to details
- Capable of identifying and resolving problems in a timely manner, while developing alternative solutions