

**Profile & Job Description for Pastor of Student Ministries**  
*The Bridge Bible Fellowship, Reseda, CA (www.bridgebible.church)*

*Education & Experience:*

The candidate for this position will have obtained a minimum of a bachelor's degree in Bible, Christian Ministries, or Youth Ministries. He shall be able to demonstrate an effective track record in working with students (6<sup>th</sup>-12<sup>th</sup> grade) and their parents for several years. He must be a good listener and an effective communicator of Biblical truth and able to engage and relate to the youth culture. Larger church experience is preferred for this position (attendance of 350 and up).

*Ministry Setting:*

The Bridge Bible Fellowship is in Reseda (Los Angeles), which is in the middle of the San Fernando Valley. We are a suburban church that draws many people from our immediate neighboring communities in the greater Northern Los Angeles area. Church attendance averages 400 people weekly with approximately 35 (pre-COVID: 45) students from middle school and high school. Currently we have both English and Spanish speaking services on Sunday mornings. A youth class meets after the English service, in a two-story youth building that is currently being remodeled. During the week students from both the English and Hispanic congregations have a youth meeting on Wednesday evenings. The Hispanic congregation has a separate youth meeting on Friday evenings. The student ministries share the same vision of the church, being intentional about discipleship and leadership development that leads to reaching others for Christ.

*Ministry Team:*

This position would report directly to the Executive Pastor and the individual would be a part of the pastoral team. He would work alongside the other pastors in a partnered effort to carry out the vision of the church. Team chemistry is *critical* and a *top priority* to this role. The pastoral team and support staff is strong, healthy, and unified in working together. Being able to work hard and in honoring relationships with one another is a must. A humble and teachable spirit is required for all on the ministry team.

*Ministry Hours & Compensation:*

This will be a full-time position (at least 45 hours per week) that includes working many evenings and all Sundays. Pay will be commensurate to experience and it will include health benefits, 401K contributions, moving expenses, vacation time, and holiday time.

*Contact Information:*

Please email your cover letter, resume, and references to Pastor Steve Lively at [steve@bridgebible.church](mailto:steve@bridgebible.church). Please include a statement of your philosophy of ministry and explain your call to ministry. Include information about your family, along with their involvement and support of your ministry. Any additional information that would help evaluate your fit and calling to this position would be most beneficial.

I will personally contact you to inform you that your resume was received, if more information is needed, and whether or not you are being considered as a candidate for this position. I thank you for taking the time to prayerfully consider God's direction in your life as it relates to the Pastor of Student Ministries position at The Bridge Bible Fellowship.

Randy Leinen  
*Executive Pastor*

## Pastor of Student Ministries

The Bridge Bible Fellowship, Reseda, CA, [www.bridgebible.church](http://www.bridgebible.church)

**Overview: The Pastor of Student Ministries at The Bridge Bible Fellowship shall lead, oversee, manage, direct and evaluate the ministry environments of the Student Ministries of the church.**

**I. ROLE:** The Pastor of Student Ministries of The Bridge Bible Fellowship shall function in the following manner under the leadership of the Holy Spirit.

- A. A servant, being a person of integrity and having the desire to excel and learn.
- B. An organizer, leading the Student Ministry Division of the Church (*6<sup>th</sup> grade through 12<sup>th</sup> grade*) and recruiting volunteer staff to lead multiple student environments.
- C. A communicator, coordinating the information flow from the Student Ministries division of the church to the other ministry divisions of the church and congregation by means of the master calendar, weekly program and church news-letter. He communicates with students and parents by means of Internet, Facebook, Twitter and any other forms of social media that students are plugged into.
- D. A teacher, studying and applying God's truth with integrity to students and parents under his care.
- E. A strategic planner, developing ministries aimed at reaching churched and unchurched students alike. Developing life groups and leadership teams that can reach more efficiently.
- F. A networker, building relationships with area student pastors and local school officials.
- G. A team player, supporting and aligning the Student Ministries of the church to the vision statement. This means working with other pastors and leadership where ministries overlap.
- H. An equipper, reproducing himself in the lives of others and developing both student and adult leadership.
- I. An innovator, looking for new ways to establish and increase the reach of the Student Ministries of the church with other schools in the area.
- J. A collaborator, building relationships and communicating proactively with students, leaders and parents.
- K. An evaluator of the effectiveness of all ministries related to the Student Ministries of the church.
- L. A self-starter, able to initiate and follow through to completion with a spirit of excellence. Able to fulfill the expectation of approximately 45-50 hours each week (not limited to camp, retreats, and such events). This will entail weekends and evenings in order to meet students during their availability.

**II. RESPONSIBILITIES:** The Pastor of Student Ministries of The Bridge Bible Fellowship shall carry out the following tasks under the leadership and direction of the Holy Spirit.

- A. He initiates, plans, budgets, and develops student group activities for middle school and high school. This includes weekly youth group meetings, outreach activities, service projects, and annual camps, etc.
- B. He teaches regularly with the purpose of educating students in the Word of God and applying God's Word to all areas of life for the purpose of growing them into fully devoted followers of Christ.

- C. He develops students into future leaders through means of instruction, training, and on the job service projects.
- D. He exemplifies, leads, and provides opportunities for the students to verbally share their faith.
- E. He recruits, cultivates and encourages the volunteer staff so that they are valued and used according to their giftedness. He conducts leadership meetings for the purposes of training and planning.
- F. He builds and maintains proactive relationships with the students in order to meet their needs of love and acceptance within the church body.
- G. He connects one on one with students each week.
- H. He resources and provides training for parents to understand contemporary student ministry in a post-Christian culture.
- I. He develops a Prayer Team to provide prayer support for the student ministry division of the church.
- J. He researches and studies contemporary youth culture, designing programs and ministries that have a Kingdom impact on students and families.
- K. He recruits and forms a core student servant leadership team.
- L. He recruits and forms an adult team of servant leaders and coaches.
- M. He attends seminars, conferences and trainings, reads student related periodicals and books to broaden his expertise and ministry perspective.
- N. He conducts other pastoral duties at the request of the Executive Pastor or Sr. Pastor such as preaching, baptism, communion, weddings, funerals, visitation, or other ministry support tasks.
- O. He intentionally works to integrate the youth into the body-life of the church and make use of their service through student ministries years. He encourages their involvement in various church functions beyond the student ministry area.

**III. RELATIONSHIPS:** The Pastor of Student Ministries of The Bridge Bible Fellowship relates to the following individuals and/or groups.

- A. He is responsible first of all to the Head of the Church, the Lord Jesus Christ, to whom we must all give an account (Romans 14:12; Colossians 1:18).
- B. He is brought in and interviewed by the Executive Pastor and the Elder Board and is accountable to the Executive Pastor in terms of function, responsibilities and accomplishments of ministry.
- C. He meets with the Pastoral staff and Office staff on a weekly basis doing everything in his power to promote team spirit and alignment of ministry with The Bridge's Mission Statement.
- D. He partners with all pastors for ministry purposes to secure unified ministry coordination and communication.
- E. He meets weekly with the student ministries volunteer staff for the purpose of support, training, encouragement, and ministry implementation.
- F. He meets with parents a minimum of two times per year to lay out the vision and program for Student Ministries.
- G. He prepares annual reports to the congregation and gives the Executive Pastor monthly bullet points of current ministry to submit to the Elder Board and an annual evaluation of his ministry, including a statement of accomplishments for the year and goals for the upcoming year along with new calendar dates.