

**JOB DESCRIPTION
ASSISTANT DIRECTOR OF YOUNG PROFESSIONALS
FIRST PRESBYTERIAN CHURCH
COLUMBIA, SOUTH CAROLINA**

This position is part-time, approximately 15-25 hours per week.

If interested, please contact Josh Fleming, Director of Young Professionals Ministry:
jfleming@firstprescolumbia.org
(706)-831-3251 (cell)

I. CHRISTIAN TESTIMONY

- The Assistant Director of Young Professionals (ADYP) must be well grounded in the Scriptures. She must be conversant with the standards of the Associate Reformed Presbyterian Church including the Westminster Confession and the Catechisms, and in agreement with the truths they express.
- Her life must evidence a maturity of faith that provides an appropriate role model for the young women in her care.

II. EXPERIENCE

- A woman with prior ministry experience would be desirable.

III. PERSONAL QUALIFICATIONS

- The ADYP must be an individual who practices spiritual disciplines and embraces accountability to others.
- Her family and personal life must evidence stability and reasonable maturity.
- She must be a team player who works well under authority and aligns with the Discipleship Ministry Team Playbook.
- She should be a gatherer, hospitable, community-centered, and evidence an uncommon zeal for women's evangelism and discipleship

IV. GENERAL DUTIES:

The ADYP will report to the Director of Young Professionals, and her duties will be generally related to but not specifically bound to the following:

- **Evangelism**
 - To be strategic in creating and implementing "Go and Tell" evangelistic opportunities
 - To be strategic in creating and implementing "Come and See" evangelistic opportunities
 - To engage and follow up with new women in a winsome way on and off the church campus
 - To become fluent in one's personal testimony and able to utilize it for gospel declaration in meeting with women one on one, in small groups, or in large groups
 - To be able to winsomely share the gospel in a variety of contexts
 - To be able to do apologetics when the situation calls for it
- **Discipleship/ Teaching**
 - To be able to individually disciple young women on a regular basis
 - To gather and connect women to the women's Foundry discipleship program in the church
 - To be able to teach small groups
- **Church Wide Involvement**
 - To encourage and facilitate the participation of young women in the worship services of FPC
 - To encourage women to attend the Inquirer's Class and consider joining the church
 - To seek ways to connect women to the generations of the church
 - To encourage women to volunteer in a variety of ways in the life of the church
- **Gathering**
 - To actively gather women to the events and programs of the young pros ministry (Sunday school, Small groups, one on one discipleship, parties, retreats, etc)
 - To be willing to meet one on one, speak at events, text, email, call, use social media, do anything it takes to gather women to the gospel and the church

- To gather volunteers from within the church to serve in a variety of ways in young pros (mentors, teachers, hosts, cooks, etc)
- **Partnership**
 - To be willing to seek out and support strategic alliances in the city in order to give young pros opportunities to serve and leave this city better than we found it