



Assistant Director of Student Ministry

Job Type:	Full-Time
FLSA Status:	Exempt
Hours per Week:	35+ hours per week, including weekend hours
Reports To:	Director of Student Ministry
Salary:	Competitive with Experience, starting at \$45,000

PURPOSE

To serve the Student Ministry of Asbury United Methodist Church by supporting the Director of Student Ministry in leading the comprehensive Asbury RESET Student Ministry. The Assistant Director will collaborate with Student Ministry staff and volunteers to build dynamic ministries that reach and disciple middle school and high school students and their families, helping them embody the way of Jesus, together.

PRIMARY DUTIES AND RESPONSIBILITIES

Support Comprehensive Ministry Programming

Assist in developing and implementing a holistic ministry program for students grades 6–12. Responsibilities include establishing a consistent work rhythm, participating in planning meetings, engaging in curriculum selection and evaluation, supporting evangelism and follow-up for first-time students, and helping coordinate logistics related to facilities and scheduling.

Lead and Support Weekly Student Ministry Activities

Work closely with the Director of Student Ministry to plan, lead, and evaluate weekly student gatherings, with a particular emphasis on middle school students. Provide leadership in teaching, small group facilitation, ministry environments, and volunteer engagement across all age groups.

Volunteer Development and Coordination

Recruit, train, encourage, and support adult volunteer leaders. Share responsibility for onboarding new volunteers, modeling best practices, offering ongoing direction, and fostering a culture of relational, Christ-centered leadership within RESET Student Ministry.

Relational Ministry and Pastoral Presence

Cultivate meaningful relationships with students and their families through regular engagement, attendance at school activities when appropriate, availability for pastoral conversation, and presence at weekly programming, trips, retreats, and special events.

Student Ministry Communication and Connection

Assist in communicating, translating, and integrating Student Ministry within the broader ministries of Asbury United Methodist Church. Collaborate with staff members, uphold alignment with Asbury's mission and vision, and foster connections between students, leaders, and the congregation.

Leadership on Trips, Retreats, and Special Events

Serve as a key leader for student trips, retreats, mission experiences, camps, and off-site activities. Provide administrative and relational support throughout planning, preparation, and execution of these experiences.

Other Duties as Assigned

Job duties may be altered or expanded at any time at the discretion of the Director of Student Ministry, Senior Pastor, or the Staff-Parish Relations Committee.

KNOWLEDGE, SKILLS & ABILITIES

- Commitment to the mission, vision, and values of Asbury UMC and the theology and traditions of the United Methodist Church.
- Ability to work effectively with people of all ages, demonstrating a heart for students and a desire to support their spiritual formation.
- Strong communication skills, including one-on-one conversation, small group leadership, and speaking dynamically to larger groups when needed.
- Demonstrated flexibility, creativity, reliability, high motivation, and self-direction.
- Ability to be a servant leader and positive role model, maintaining professional boundaries while fostering a fun and welcoming environment.
- Capacity to teach, lead, and nurture students and adult volunteers.
- Strong organizational abilities, attention to detail, and reliability in meeting deadlines and managing multiple tasks.
- Self-driven and able to produce results in both collaborative and independent settings.
- Ability to maintain confidentiality of all sensitive information.
- Willingness to attend evening and weekend events, including trips, retreats, and seasonal ministry activities.
- **Preferred but not required:** Bachelor's degree in Youth Ministry, Christian Education, or a related field; experience working with youth in a ministry or educational setting.

COMPENSATION, BENEFITS, AND SUPPORT

Asbury United Methodist Church is committed to providing living wages, benefits, and support for all staff members to ensure a quality of life that includes a healthy work-life balance. Compensation for this position begins at \$45,000, commensurate with experience, credentials, and training.

Full health and dental benefits are provided at no cost to the employee; family health and dental coverage is available at a low cost. Additional health, life, and supplemental insurances are available at low cost to the employee.

Retirement contributions by Asbury UMC are provided following six months of full-time employment, equal to five percent of the employee's salary. Continuing education and professional development funds are available annually. Outstanding and dedicated administrative support is provided to the Student Ministry team.

EQUAL OPPORTUNITY EMPLOYMENT STATEMENT

Asbury United Methodist Church is committed to providing employees with a safe and welcoming work environment free of discrimination and harassment. We strive to create a diverse and inclusive environment where everyone can thrive, feel a sense of belonging, and do meaningful work. As an equal opportunity employer, we prohibit unlawful discrimination based on race, color, religion, gender, gender identity, sexual orientation, national origin, family or parental status, disability, age, veteran status, or any other status protected by law.

Applicants with disabilities may be entitled to reasonable accommodations under the Americans with Disabilities Act or other applicable laws. For assistance in completing the application process, contact David Miller, Executive Director, at david.miller@asburybham.org