

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas Thursday – May 18, 2017 – 5:00 p.m.

CALL TO ORDER	Rev. Dr. Susan M. Arnold
OPENING PRAYER	
ADOPTION OF MINUTES	
DIACONATE REPORT	Val Buster
TREASURER'S REPORT	Maggie Morgan
CLERK'S REPORT	Sheila Moore
PASTOR'S REPORT	Susan M. Arnold

COMMITTEE REPORTS:

Worship Committee – Remica Gray, Moderator

Nominating Committee – Randy Lacy, Mod.Mem./ Martha Nell Richards, Mem.Mod.

Evangelism Committee – Susan Morehead, Moderator

Stewardship Committee - Mona Fomby, Moderator

Christian Education Committee – Maggie Morgan, Moderator

Property Committee - Reg Jackson, Moderator

Personnel Committee – Charles Morgan, Moderator

MISCELLANEOUS ITEMS

OLD BUSINESS

- 1) Audit – Date to be determined
- 2) Evaluation of Dr. Presa's visit & possibility of scheduling another Malcom Lecture.
 - a. When? Who? Format?
- 3) Contracting with Michael Vinson for Congregational Long-Range Planning

NEW BUSINESS

- 1) Elect a Commissioner to Presbytery Meeting – Saturday, June 10, 2017, FPC-Homer, LA

PRAYER OF DEDICATION AND BENEDICTION

**SESSION MINUTES
STATED MEETING APRIL 20, 2017**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, April 20, 2017, at 5:00 p.m. in the Library.

Elders present were Charles Morgan, Marshall Moore, Susan Morehead, Reg Jackson, Brenda Works, Taylor Sexton, Maggie Morgan, and Martha Nell Richards, and Moderator Reverend Dr. Susan Arnold. Also present were Diaconate Moderator Val Buster, Treasurer Maggie Morgan, visitors Dee Diaz, Linda Cogbill, Jeanne Jackson, Nelda LeBoeuf, Rodney LeBoeuf, Billie Ford, Shirley Cline, Pat Willis, Gene Cogbill, Karen Flowers, Marty Flowers, Jeanie Sexton, Richard Sexton, Seth Sexton, Jim Works, Kristina Ellis, Charles Jackson, Stephanie Jackson, Josh Davitt, and Clerk Sheila Moore.

Reverend Dr. Susan Arnold called the meeting to order, welcomed guests, declared a quorum present, and gave the opening prayer and devotional.

MINUTES

The Session reviewed minutes from the Stated Meeting of March 16, 2017, and the Special Meeting of April 9, 2017.

MOTION - was made by Reg Jackson and seconded by Charles Morgan to approve the minutes. The motion passed.

DIACONATE REPORT - Val Buster

Ms. Buster reported that the Diaconate continues to work on getting recycling bins.

MOTION - was made by Taylor Sexton and seconded by Susan Morehead to give visitors voice. The motion passed.

TREASURER'S REPORT - Treasurer Maggie Morgan

Maggie Morgan reviewed the financial reports for the month ending March 31, 2017. Martha Nell Richards voiced concerns regarding the budget deficits and discussion ensued.

MOTION - was made by Charles Morgan and seconded by Reg Jackson to accept the financial reports as information. The motion passed.

CLERK'S REPORT - Clerk Sheila Moore

1. The Clerk reported that the Lord's Supper was served on April 2, 2017, and on Maundy Thursday, April 13, 2017. Three home communions were served.

2. The Clerk reported that the Session approved by email vote the baptism of Bailey Davitt on Saturday, April 15, 2016. The baptism was originally scheduled on April 11, 2017, but was re-scheduled due to illness.
3. The Clerk reported that a Request for Certificate of Transfer has been received for Cindy Felker from the First Presbyterian Church, Fort Worth, Texas. She joined that church on October 30, 2016.

MOTION - was made by Marshall Moore and seconded by Maggie Morgan to approve the transfer. The motion passed.

PASTOR'S REPORT - Reverend Dr. Susan Arnold

Reverend Susan Arnold will present Session with a written report of her activities during the months of March-April in the near future.

STEWARDSHIP COMMITTEE - Mona Fomby, Moderator

Reverend Dr. Susan Arnold reported that a Legacy Insert will be placed in the Bulletin on May 7, 2017. This was approved by common consent.

WORSHIP COMMITTEE - Remica Gray, Moderator

Sheila Moore reported that the committee did not meet in April. Mrs. Gray would like it noted that Arthur Ghere-Folse, Jim Works, and Mrs. Gray have met together to continue work on policies for musical instrument maintenance. The policies and recommended committee members should be ready to present to session in the near future.

NOMINATING COMMITTEE - Randy Lacy - Moderator

No report.

EVANGELISM COMMITTEE - Susan Morehead, Moderator

Ms. Morehead reported Parents' Night Out will be held May 12, 2017, and will be a game night. Volunteers are needed. Sue Ellen Hall has corrected the problem with the website regarding the calendar.

CHRISTIAN EDUCATION COMMITTEE - Maggie Morgan, Moderator

Ms. Morgan reported that Stew Pot will be held in May. The curriculum for Vacation Bible School has been received and plans are ongoing.

PROPERTY COMMITTEE - Reg Jackson, Moderator

Mr. Jackson reported that new light bulbs are being purchased and installed in the Fellowship

Hall. A Labyrinth plaque has been purchased with funds donated for the labyrinth and there are plans to dedicate same on May 6, 2017.

PERSONNEL COMMITTEE – Charles Morgan

Mr. Morgan reported that the Personnel Committee and Job Description Committee had met extensively regarding a contract and job description for Arthur Ghere-Folse.

MOTION - from the Personnel Committee to terminate the probation of Arthur Ghere-Folse and to approve the Employment Agreement with attached Job Description. Several visitors addressed Session. After discussion,

MOTION - was made by Marshall Moore and seconded by Reg Jackson to amend the Employment Agreement to remove the word “Interim.” The motion passed with five yes votes and three no votes.

MOTION - from the Personnel Committee to terminate the probation of Arthur Ghere-Folse and to approve the Employment Agreement as amended above with attached Job Description. The motion passed with six yes votes and 2 no votes.

MISCELLANEOUS ITEMS

None.

OLD BUSINESS

1. A date for the audit is to be determined. Maggie Morgan has discussed this with Liz Fawcett.
2. Rev. Dr. Neal D. Presa, Moderator of the 220th General Assembly (2012-2014) will preach in our pulpit on April 30, 2017.

NEW BUSINESS

1. A commissioner is needed to attend the Presbytery Meeting on Saturday, June 10, 2017.
2. Budget deficit concerns - no discussion.
3. Several visitors addressed Session.
4. Reverend Dr. Susan Arnold reported that at Presbytery’s suggestion, Mike Vinson had been contacted regarding coming to the church for long range planning. The matter was tabled until further information can be obtained.

PRAYER OF DEDICATION AND BENEDICTION.

Marshall Moore closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Sheila Moore, Clerk of Session

6

First Presbyterian Church
Musical Instruments Sub-Committee of the Worship Committee

The Musical Instruments Sub-Committee is responsible for the care and maintenance of the pipe organ, the handbells, the pianos, and other musical instruments. This sub-committee is composed of the Director of Music, a Handbell Choir member, a Chancel Choir member, and members at large.

The Music Director will chair the sub-committee which will meet at least twice a year.

The Musical Instruments sub-committee reports to the Worship Committee.

Duties:

1. Keep informed about the musical instrument resources available at the church and the funds needed for routine maintenance.
2. Serve as counsel to the Music Director when determining the necessity of any major repair or alteration to the church's musical instruments. **Any work outside routine maintenance must have approval from the sub-committee, the Worship Committee, and the Session of the church.**
3. Alert the Worship Committee to any significant instrument maintenance, repair, or purchase requiring expense outside the regular maintenance budget.
4. Give prior approval before any printed music is discarded from the music library.
5. Prepare an Annual Report detailing the current condition of instruments and specifying any necessary maintenance required.

Worship Committee Meeting
May 9, 2017
5:30 P.M. FPC

The meeting of The Worship Committee was called to order and opened with prayer by Remica Gray.

Those present: Gail Cogbill, Billie Ford, Linda Cogbill, Maggie Morgan, Remica Gray, Arthur Ghere-Folse, Brenda Williams, and Rev. Dr. Susan Arnold.

Approval of Minutes

Minutes were approved as printed.

Review of Financial Reports

Financial reports received as information.

Wedding Hostess

Since Vicki Deskin and Gail Cogbill are retiring after years of being wedding hostesses, the Worship Committee needs to find a replacement or replacements. The church secretary will place information in the newsletter and send out a congregational email. There are no weddings scheduled currently.

Questions from the Pew – Second Quarter

Reverend Susan Arnold has the topic ready to go. On Sunday May 28th, her sermon entitled “What Time Is It?” will be based on Ecclesiastes 3: 1-8. The third quarter sermon title and date have not yet been determined.

Policies for Instrument Maintenance Reports

- A. Proposed Job Description and duties of the Musical Instruments Sub-Committee of the Worship Committee will be submitted at the next session meeting.
- B. Proposed policies for the Security, Maintenance, and General Guidelines for the Casavant Pipe Organ were reviewed.
- C. Proposed Safety and Maintenance Policies for the Tower Bells were reviewed.
- D. Security and maintenance policies for the handbells and pianos are still a work in progress.

All policies will be submitted together for Session approval when completed

Director of Music Ministries Report

- A. Arthur Ghere-Folse reported the Children’s Activity Bags will cost about \$7.00 each. The bags will have the PCUSA cross on the front. Remica asked that he bring a sample or picture to the next meeting.
- B. Handbells will not practice until the fall.
- C. Youth Sunday will be **May 14**, which is also Mother’s Day.
- D. **June 4** will be Gospel day with Mary Scott Goode playing the piano.
- E. Dates for VBS are **July 17 – 21**. There is discussion about ending the session on Friday.

- F. Click is going strong.
- G. The contemporary worship is being molded and tweaked.
- H. There will be an adult Bible study on Sunday nights.

Remica requested that if there were any worship elements in the music or education programs that she be notified in a timely manner. She will then have this information for anyone interested.

Thank You to Central Christian Church

Gail Cogbill made a motion that the Worship Committee send \$100.00 from the Worship budget to Central Christian Church as a thank-you for allowing FPC to use their baptistry for two of our confirmands. Maggie Morgan seconded the motion. It passed unanimously.

Liturgists

May 7 – Maggie Morgan
May 21 – Taylor Sexton
May 28 - Chuck Morgan

Children's Sermons

May 14 – Griffin Johnson
May 21 – Taylor Sexton
May 28 – Richard Sexton

Good – Bye for Brenda and Jim Works

On Wednesday night, May 24th, there will be a sendoff for the Works family. There will be a congregation email requesting cards for them. Also, Brenda Williams will investigate buying 2 cakes for that night. Reverend Susan will have a Liturgy for Saying Good-Bye.

Next Meeting Date - will be at 3:00 P.M. on **June 11, 2017**.

The meeting was closed with prayer by Brenda Williams.

Respectfully Submitted,
Gail Cogbill

Monthly Financial Highlights - April 2017

	April Actual	April Budget	YTD Actual	YTD Budget
Income	\$ 35,773	\$ 26,010	\$ 94,217	\$ 104,040
Expense	\$ 30,823	\$ 29,545	\$ 122,615	\$ 118,172
Net Gain (Loss)	\$ 4,950	\$ (3,535)	\$ (28,398)	\$ (14,132)

Bank Account Balances

Checking Account Balance \$ 133,236
as of April 30, 2017

Money Market Account Balance \$ 275,409
as of April 30, 2017

Texas Presbyterian Foundation Funds

Initial Amount Invested	\$ 115,853.23
Income Earned Since Inception	\$ 27,266.83
Subtotal	\$ 143,120.06
Unrealized Gains Since Inception	\$ 31,203.57
Total Value of TPF Funds as of April 30, 2017	\$ 174,323.63

Budget Vs. Actual Report

Printed: 05/15/2017

2017 Budget

Between 01/01/2017 and 04/30/2017

INCOME CATEGORIES

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
2017 Pledges	69196	74040	-4844	222120	-152924
Plate	24411	25000	-589	75000	-50589
Other Income	610	5000	-4390	15000	-14390
Income Categories Total	94217	104040	-9823	312120	-217903

EXPENSE CATEGORIES

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	1714	1740	26	5219	3505
Clergy - Wages	15255	14886	-369	44659	29404
Clergy - Housing & Utilities	6613	6368	-245	19105	12492
Clergy - Continuing Education Expense	1058	960	-98	2880	1822
Clergy - Health Insurance	5634	5414	-220	16242	10608
Clergy - Death/Disability	230	235	5	706	476
Clergy - Dental Insurance	544	544	0	1632	1088
Clergy - Reimb Self Emp Tax	1840	1772	-68	5315	3475
Clergy - Professional Expense	1080	800	-280	2400	1320
Clergy - Mileage Reimbursement	1177	987	-190	2960	1783
Clergy - Annuity	2529	2589	60	7768	5239
Dir of Christian Ed - annuity	0	0	0	0	0
Dir of Christian Ed - continuing education expense	0	0	0	0	0
Dir of Christian Ed - death/disability insurance	245	0	-245	0	-245
Dir of Christian Ed - mileage reimbursement	0	0	0	0	0
Dir of Christian Ed - Dental Insurance	0	0	0	0	0
Dir of Christian Ed - health insurance	2332	0	-2332	0	-2332
Dir of Christian Ed - Salary	-110	0	110	0	110
Dir of Christian Ed - professional expense	18	0	-18	0	-18
Organist/Choir Director - Salary	4690	0	-4690	0	-4690
Dir of Christian Ed/Music - salary	9214	13996	4782	41988	32774
Dir of Christian Ed/Music - health insurance	2332	3373	1041	10120	7788
Dir of Christian Ed/Music - death/disability insurance	245	490	245	1470	1225
Dir of Christian Ed/Music - Dental Insurance	0	0	0	0	0

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Dir of Christian EdMusic - continuing education expense	0	250	250	750	750
Dir of Christian Ed/Music - professional expense	74	250	176	750	676
Admin Asst - annuity	0	0	0	0	0
Admin Asst - death/disability insurance	323	361	38	1084	761
Admin Asst - health insurance	3632	3373	-259	10120	6488
Admin Asst - mileage reimbursement	0	0	0	0	0
Admin Asst - salary	8020	8320	300	24960	16940
Custodian - annuity	1080	1064	-16	3191	2111
Custodian - death/disability insurance	98	97	-1	290	192
Custodian - dental insurance	148	148	0	443	295
Custodian - health insurance	4664	3373	-1291	10120	5456
Custodian - mileage reimbursement	1732	267	-1465	800	-932
Custodian - salary	9096	9522	426	28565	19469
Nursery - coordinator stipend	312	416	104	1248	936
Nursery - salary	803	1786	983	5359	4556
Other Benefit - Contingency Expenses - employee benefits	0	0	0	0	0
Other Benefit - Miscellaneous employee benefits (bonus)	0	667	667	2000	2000
Other Benefit - Workers Compensation Insurance	-106	517	623	1550	1656
Payroll Taxes - Medicare (employer share)	0	300	300	900	900
Payroll Taxes - Social Security (employer share)	2647	2367	-280	7100	4453
Benevolence - other missions	0	0	0	0	0
Benevolence - pastor	19	0	-19	0	-19
Benevolence - Presbytery Unified Missions	0	0	0	0	0
Benevolence - theological	0	0	0	0	0
Presbytery Dues	0	914	914	2741	2741
Office Expense	2488	2167	-321	6500	4012
Witness and Service	0	167	167	500	500
Worship - Music	663	667	4	2000	1337
Worship - Music Equipment/Instrument Maintenance	0	1333	1333	4000	4000
Worship - Worship Supplies	232	333	101	1000	768
Building & Grounds - Food & Kitchen & Custodial Supp	2197	833	-1364	2500	303
Building & Grounds - Maintenance	8153	4667	-3486	14000	5847
Building & Grounds - Property Insurance	6225	6333	108	19000	12775
Building & Grounds - Utilities	11365	11333	-32	34000	22635

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Christian Education - Background Checks	35	167	132	500	465
Christian Education - Camps, rallies, and retreats	0	167	167	500	500
Christian Education - Nursery	17	25	8	75	58
Christian Education - Vacation Bible School	198	200	2	600	402
Christian Education - Youth programs	932	500	-432	1500	568
Christian Education - Adult/Whole Church programs	347	267	-80	800	453
Christian Education - Childrens programs	56	267	211	800	744
Evangelism - Evangelism programs	200	333	133	1000	800
Evangelism - Children's Ministries	30	167	137	500	470
Congregational Care and Nurture	0	33	33	100	100
Bell Tower Expense	0	0	0	0	0
Nominating/Training	289	67	-222	200	-89
Stewardship Expense	0	0	0	0	0
Expense Categories Total	122615	118172	-4443	354510	231895

Due to Funds Split between Checking & MMA Accounts

as of April 30, 2017

	Amount in Checking	Amount in MMA	Fund Total
Deferred Income - Pledges	\$ -	\$ 40,000.00	\$ 40,000.00
Angel Quilts	\$ 1,375.19	\$ -	\$ 1,375.19
Angel Tree	\$ 254.58	\$ -	\$ 254.58
AV Fund	\$ 2,644.53	\$ 3,000.00	\$ 5,644.53
Bell Tower	\$ 150.00	\$ 2,550.06	\$ 2,700.06
Cap Imp - NON-restricted	\$ (10,161.68)	\$ 25,000.00	\$ 14,838.32
Cap Imp - RESTRICTED	\$ -	\$ 3,151.61	\$ 3,151.61
Card Ministry	\$ 908.71	\$ -	\$ 908.71
Community Garden	\$ 973.54	\$ -	\$ 973.54
Diaconate Projects	\$ 249.46	\$ -	\$ 249.46
Donor Defined	\$ -	\$ 40,500.00	\$ 40,500.00
Evangelism Missions	\$ 425.00	\$ -	\$ 425.00
Godly Play	\$ 726.06	\$ -	\$ 726.06
Haiti	\$ 381.00	\$ -	\$ 381.00
Joy Gift Offering	\$ -	\$ -	\$ -
Labyrinth	\$ -	\$ 1,912.78	\$ 1,912.78
Malcolm	\$ (723.79)	\$ 3,000.00	\$ 2,276.21
Matching Perm Funds Campaign	\$ -	\$ 10,000.00	\$ 10,000.00
Memorial Orchard	\$ 530.60	\$ 1,500.00	\$ 2,030.60
Music	\$ 2,326.92	\$ 5,000.00	\$ 7,326.92
Pentecost Offering	\$ 30.00	\$ -	\$ 30.00
Permanent Funds Ministry	\$ -	\$ 400.00	\$ 400.00
Poinsettias/Lillies	\$ 2,245.30	\$ -	\$ 2,245.30
PW	\$ -	\$ -	\$ -
Souper Bowl Sunday	\$ -	\$ -	\$ -
Thanksgiving Baskets	\$ 916.47	\$ -	\$ 916.47
Transportation	\$ 1,896.70	\$ 15,000.00	\$ 16,896.70
Youth	\$ (2,524.62)	\$ 4,000.00	\$ 1,475.38
Youth/Alt Wor	\$ 866.14	\$ 6,500.00	\$ 7,366.14
Grand Totals	\$ 3,490.11	\$ 161,514.45	\$ 165,004.56

TEXAS PRESBYTERIAN FOUNDATION
 FPC Texarkana
 Summary Report of Transactions
 Period August 1, 2011 - April 30, 2017



TPF

Account Number	Account Name	Beginning Cost	Beginning Market Value	Contributions	Transfers	TPF Balanced Pooled Fund	Other Income	Cost Adjustments	Distributions	Change in Unrealized Gain/Loss	Realized Gain/Loss	Ending Cost	Ending Market Value
53791	FPC Texarkana - General Endowment Fund	\$ 0.01	\$ 6,280.79	\$ 0.01	\$ 0.01	\$ 6,280.79	\$ 37.34			\$ 6,941.71		\$ 33,320.64	\$ 40,062.35
53792	FPC Texarkana - Capital Facilities Fund	\$ 68,510.05	\$ 16,099.21	\$ 0.01	\$ 0.01	\$ 16,099.21	\$ 100.58			\$ 16,797.93		\$ 84,648.85	\$ 103,366.78
53793	FPC Texarkana - Programs, Mission, and Benevolence Fund	\$ 12,781.25	\$ 3,044.92	\$ 0.01	\$ 0.01	\$ 3,044.92	\$ 18.42			\$ 3,445.27		\$ 15,644.60	\$ 19,289.37
53623	FPC Texarkana - Music Fund	\$ 7,899.43	\$ 1,785.18	\$ 0.01	\$ 0.01	\$ 1,785.18	\$ 11.35			\$ 2,108.65		\$ 9,505.97	\$ 11,614.63
Total:		\$ 115,952.23	\$ 27,099.10	\$ 0.04	\$ 0.04	\$ 27,099.10	\$ 167.69	\$ -	\$ -	\$ 31,203.57	\$ -	\$ 145,120.06	\$ 174,323.63

Initial Amount Invested \$ 115,853.23
 Income Earned Since Inception \$ 27,266.83
 Subtotal \$ 143,120.06
 Unrealized Gains Since Inception \$ 31,203.57
 Total Value of TPF Funds \$ 174,323.63
 as of April 30, 2017

First Presbyterian Church
Christian Education Committee
Minutes
5/7/2017

Members Present: Maggie Morgan, Stephanie Jackson, Aimee Gilliland, Josh Davitt, Susan Morehead, Arthur Ghere-Folse

Visitors Present: Kristina Ellis, Dee Diaz

The Christian Education Committee was called to order at 2:00pm by Moderator Maggie Morgan.

The minutes of the previous meeting were read and approved as written.

Unfinished Business –

- The Sunday School Superintendent job description will wait until the next meeting when Taylor Sexton is here.
- Maggie passed out the amended draft of a Part-Time Volunteer Youth Director job description. After discussion, by common consent, the CE committee will present the Part-Time Volunteer Youth Director job description at the next Session meeting. This position will be reviewed in September 2017.
- Youth Sunday is May 14. The parts of the worship service have been divided out among the youth. The Sexton parents will acolyte and the Jackson and Gilliland parents will usher. The CLICK Kids and Youth will sing the offertory. The kids will hand out flowers to the women present at worship Sunday. Susan Morehead, Stephanie and Arthur are coordinating breakfast since Fran is unable to. Arthur will have the Youth kids sign cards for Taylor. Stephanie said she had a duffel that we can fill with snacks for Taylor. Arthur said he was planning to get a nice study bible for Taylor.
- Arthur will be meeting with Jeanne Jackson to start making plans for VBS within the next week or two.
- Stephanie Ray from The Texas Presbyterian Foundation will be at FNS on June 7 to explain the TPF to the congregation and talk about estate planning.
- The Youth are doing one last fundraiser before Montreat. They will be selling FPC t-shirts. The shirt will be royal blue with white ink. There will be a Presbyterian cross on the front and a bigger design on the back (See attached design). Shirts will be sold for \$20.
- Arthur said that all kids are almost completely paid for because Presbytery is giving each kid \$300 towards Montreat.

New Business –

- A replacement teacher is needed to cover Tony Uzzell's spot in the rotation class. Josh Davitt will cover that spot for the summer. It was discussed that for the fall, we may restructure the kids Sunday School classes to a K-4 class, a 5-8 class and a 9-12 class. More will be discussed at the next few CE meetings.
- Over the next couple of weeks, Arthur will work on plans for now to the end of August for the kids.
- Josh suggested that we come up with one good fundraiser that we can do each year to cover Youth transportation costs. He also suggested that we recruit drivers that wouldn't mind driving 60 miles or so for Youth events. We will continue to work on this plan and present it to Session in the fall.
- We talked about possibly having a lock in Sunday, May 28 (Memorial Day weekend).
- Adult Sunday School class curriculum was discussed. Questions were presented about how the curriculum is selected and why those selections don't go through the CE committee. More will be discussed at future meetings.

The next meeting will be Sunday, June 4 at 12:15pm.

Meeting adjourned at 3:18 pm.

Maggie Morgan
Moderator

17

PART TIME VOLUNTEER YOUTH DIRECTOR

PURPOSE: The purpose of the Youth Director is to develop and support the Youth (6th grade through 12th grade) ministry of First Presbyterian Church.

ACCOUNTABILITY: Under the direct supervision of the Christian Education Administrator, and Pastor, as Head of Staff. This position is accountable to the Session and works in coordination with the Christian Education Committee.

COMPENSATION: This position is a VOLUNTEER position and has no salary or benefits.

RESPONSIBILITIES:

In coordination with the CE Administrator and CE Committee:

1. Develop relationships with the youth in this church and in the community, encouraging intergenerational relationships within the church and the integration of the youth into all aspects of our faith community.
2. Direct, plan and attend weekly Wednesday night and Sunday night youth activities.
3. Plan, oversee and attend recreation activities and retreats for the youth.
4. Plan, coordinate and attend missional opportunities for the youth.
5. Maintain good communication with the church staff, the Session, the Christian Education Committee, and parents.
6. Attend Christian Education Committee Meetings.
7. Plan, coordinate, attend and lead discipleship activities as needed.
8. Plan, coordinate, and attend a major summer activity.
9. Coordinate, plan and attend fundraising activities for the youth group.
10. Be aware of all FPC policies and uphold them.

EVALUATION: A review of the part-time volunteer youth director's job performance will be conducted annually by the CE Administrator and the CE Committee.