

Interim Youth Pastor Job Description

Status: Full-Time, Fixed-Term (12-Month Contract)

Purpose of Term: Maternity Leave Coverage

Reports To: Lead Pastor

Location: Elmira Pentecostal Assembly, Elmira, Ontario

Role Summary

We are looking for a Jesus-centered, people-loving pastor with a heart for discipleship and a calling to invest in the next generation. This Interim Youth Pastor will give full leadership to our Jr. High, High School ministries for a 12-month term, providing seamless continuity of care and vision while our Youth Pastor is on maternity leave.

This role is deeply pastoral and highly relational. It's not about doing everything — it's about equipping and empowering others to lead, serve, and grow. We're looking for someone who thrives on building up people, sustaining healthy ministry systems already in place, and helping students and young adults keep growing in their faith during this season of transition.

Alongside leading in youth ministry, the Interim Youth Pastor will also serve in broader pastoral responsibilities such as preaching, pastoral care, and contributing to the spiritual direction of the church.

Primary Responsibilities

1. Discipleship & Leadership Development — Youth (50–60%)

- Provide vision and leadership to the Jr. High and High School ministries, creating environments where students can encounter Jesus and grow in faith.
- Recruit, develop, and support volunteer leaders to disciple students.
- Equip parents as primary disciplers of their children and students.
- Plan and execute weekly gatherings, events, retreats, and service opportunities for youth.
- Maintain existing programs, traditions, and rhythms of the ministry so students experience continuity and stability throughout the transition.

2. General Pastoral Duties (25–30%)

- Preach or teach in Sunday services approximately once every 2 months.
- Provide pastoral care through prayer, counseling, visitation, and support.
- Participate in weddings, funerals, baptisms, and other milestone moments as needed.
- Assist with planning and executing ministry events and seasonal services.
- Participate in staff and leadership meetings to help shape the vision, culture, and spiritual direction of the church.
- Be a visible and relational presence — before, during, and beyond Sunday gatherings.

3. Transition & Handoff (10–15%)

- Meet with the outgoing Youth Pastor prior to the leave to receive a full ministry handoff — volunteer contacts, curriculum, calendar, budget, and pastoral-care notes on students and families.
- Maintain clear records and communication throughout the term to support a smooth return for the Youth Pastor at the end of the leave.
- Provide a written summary of the year (key events, volunteer changes, student milestones, and any pastoral care items) to support re-onboarding.
- Collaborate with the Lead Pastor on any decisions with long-term implications for the ministry, deferring major structural changes to the returning Youth Pastor where possible.

Qualifications

- A vibrant, personal relationship with Jesus Christ and a commitment to the authority of Scripture.
- A degree in theology or equivalent ministry training preferred.
- Must hold, or be eligible to hold and willing to obtain, ministerial credentials with the PAOC.
- Demonstrated experience in youth and/or young adult ministry.
- Strong relational and communication skills, with the ability to build trust quickly with students, families, and volunteers.
- A track record of leading and equipping volunteers effectively.
- Comfort and clarity in preaching and teaching settings.
- Alignment with our church's mission, culture, and statement of faith.
- Comfort stepping into an established ministry and sustaining it faithfully, rather than reshaping it from scratch.

Term & Compensation

This is a 12-month, fixed-term, full-time position covering a maternity leave, with an anticipated start date of *early November 2026* and end date of *December 2027*. Compensation will be commensurate with experience and education and includes:

- Paid time off
- Health benefits
- Professional development opportunities

To Apply

Please send a cover letter, resume, references, and anything else that helps us get to know you to jobs@elmiraassembly.com