



Coordinator of Shine Ministry & Student Support

POSITION DESCRIPTION

The Coordinator of Shine Ministry and Student Support serves the church by supporting families affected by disability and helping remove barriers to full participation in church life. This role fosters a welcoming and inclusive environment where individuals with special needs—children and adults—are supported and encouraged in their spiritual growth, whether through Shine Ministry or other church programs. The Coordinator provides care for families connected to Shine Ministry, as well as those who require additional support to engage with the church.

The primary objective of this role is to promote the Gospel of Jesus Christ to the entire family unit by addressing each family's unique needs, enabling them to participate fully in the life of the church. The Coordinator also works to equip and educate church staff, volunteers, and the broader congregation to better understand, welcome, and walk alongside individuals in the disability community.

ROLES AND RESPONSIBILITIES

PERSONAL LIFE

Demonstrates a growing relationship with God through prayer and daily reliance on His grace. Models godliness in relationships within the church and community.

VISION

Lead and implement the vision for Shine Ministry and student support throughout the church, in alignment with the church's mission and vision. Establish goals for growth of the Shine Ministry, and inclusion throughout the church's typical programming and corporate worship.

LEADING AND MANAGING

Oversee and organize all Shine Ministry programs and student support initiatives. Develop and implement initiatives that promote the Gospel and foster inclusion and belonging. Recruit, train, and supervise volunteers.

SHEPHERDING

Provide care and support to families affected by disability through prayer, counsel, and personal connection. Shepherd and encourage volunteers. Foster a culture of prayer, fellowship, and spiritual growth.

EQUIPPING MEMBERS

Partner with and support parents as primary disciplers. Build relationships and provide resources through clear communication.

ADMINISTRATION

Oversee curriculum and manage the ministry budget. Ensure protection policies are followed. Coordinate with Facilities to maintain ministry spaces.

ORGANIZATIONAL RELATIONSHIPS

The Coordinator of Shine Ministry and Student Support functions within the following organizational parameters:

- Is directly responsible to the Director of Children's Ministries
- Works with ministry teams throughout the church to equip each team with inclusive practices, and to coordinate student support within their programming.

QUALIFICATIONS

LOVE FOR THE LORD

Clearly articulates a personal relationship with Jesus Christ. Demonstrates a mature, Christ-centered faith.

LOVE FOR GOD'S PEOPLE

Builds strong relationships with both children and adults. Approachable, humble, and confident in identity in Christ.

LOVE FOR GOD'S WORD

Affirms the authority and centrality of Scripture. Committed to evangelical and Reformed theology (Westminster Standards).

LOVE FOR GOD'S CHURCH

Committed to corporate worship and church leadership. Teachable and supportive of church structure. Passionate about fostering inclusion for individuals and families affected by disability.

LOVE FOR THE SPECIAL NEEDS COMMUNITY

Minimum 3 years of relevant experience (education, ministry, disability support services, etc.). Bachelor's degree or higher in special education preferred. Committed to ongoing professional development.

HOW TO APPLY

Interested candidates should submit a resume, via email to Sarah Logan-Song, at Sarah.Logansong@2pc.org.

ABOUT SECOND AND MEMPHIS

Founded in 1844, Second Presbyterian Church (EPC) is marked by Reformed theology and committed to retelling the gospel of Jesus Christ to ourselves, our neighbors, and the nations abroad. We aim to reimagine the church and the city according to the Scriptures, asking God to repair what is broken, both in us and around us, by His Spirit. Located in the heart of Memphis at the corner of Poplar and Goodlett, we are uniquely positioned to serve our neighbors of all different ages, ethnicities, and socioeconomic statuses with the good news of Christ. Visit 2pc.org to learn more about our church. To explore the rich and diverse history of Memphis, visit memphistravel.com, choose901.com, and dailymemphian.com.