

## *Student Ministries Director Job Description*

Calvary Church, St. Peters, Missouri

**Effective Date:** March 5, 2024

**Title:** Student Ministry Director

**Classification:** Full-Time, Exempt

**Benefits:** As indicated in the Staff Employee Handbook

**General Purpose:** The Student Ministry Director oversees all aspects of Student Ministry (Grades 6-12) in a way that is aligned with the Scriptures, statements of belief, and values of the church. The Student Ministry Director will accomplish this purpose through six major responsibilities:

1. Committing to prayer.
2. Leading students to value Jesus most and to experience gospel-centered transformation.
3. Recruiting, training, and encouraging Student Ministry volunteers.
4. Leading a weekly Student Ministry program during the school year.
5. Leading strategic Student Ministry holiday, summer, and special events.
6. Some general shepherding duties, as assigned.

**Reports To:** Family Ministries Director

**Works With:** Children's Ministry Director, Strategic Operations, all Transformational Ministries Directors

### **Key Goals and Objectives:**

1. Models and protects the purity, unity, and faith of the congregation as outlined primarily in the Scriptures and secondarily in the Bylaws of the church.
2. Champions the transformation and discipleship of lay leaders, both women and men, to live out the vision of the church.
3. Shepherds the mission, vision, strategy, and outreach of the church so that all generations and all people have opportunities to live out their faith in Christ and share it with others.
4. Practices clear, candid, appropriate, and timely communication with the church and staff.

5. Demonstrates humility in public and private, in peace and conflict.

#### Key Responsibilities:

1. Commit to Prayer
2. Lead students to value Jesus most and to experience gospel-centered transformation.
  - Engage students in age appropriate discipleship which encourages spiritual transformation (i.e., biblical character, knowledge, and skill).
  - Cultivate missional opportunities which engage students in missional living. Partnering with Irreplaceable Impact ministries is preferred.
  - Intentionally engage students during worship gatherings. Practically, this means leading students to participate in church worship gatherings. Auxiliary programming for students may supplement, but not replace participation in worship services.
  - Offer loving care to students who may struggle with difficult issues, and discerningly refer them and/or their parents to appropriate resources.
3. Recruit, train, and encourage Student Ministry volunteers
  - Inspire the church to embrace the values of Student Ministry.
  - Maintain an effective, consistent volunteer recruitment process.
  - Identify training needs of volunteers, select or create training, and implement training. Lead Small (Orange) is the preferred model of youth volunteer training.
  - Train volunteers on Child Safety Policy and Emergency situation responses.
  - Encourage volunteers personally and frequently.
  - Communicate positive volunteer stories to the Family Ministries Team and Transformational Ministries Pastor.
4. Lead a weekly Student Ministry program during the school year.
  - Adhere to Calvary's Child Safety Policy consistently and thoroughly
  - Cultivate an engaging, fun, desirable experience for students
    - Organize student- and volunteer- led worship experiences
    - Implement a developmentally appropriate teaching plan, as approved by the Family Ministries Pastor
    - Demonstrate delight in students through intentional planning and organization
  - Oversee the check-in team for current and first-time guests on a weekly basis
  - Communicate with both volunteers and families on a regular basis
  - Hold parent check-in meetings four times each school year - two with Middle School parents, and two with High School parents.
5. Lead strategic Student Ministry holiday & summer seasons and special events

- Develop a clearly communicated plan for connection before and after (if not during) the Christmas holiday season.
  - Design summer season opportunities that engage all students consistently and build the ministry.
  - Host (or participate in) a holistic, gospel-centered retreats or camps each year.
  - Lead students to participate in community ministry and mission opportunities strategically each year.
6. Some general shepherding duties, as assigned
    - Contribute to the vision, planning and execution of Family Worship Sundays.
    - Contribute to the vision, planning and execution of all church events that have purposeful student activities.
    - Support Baptism and Family Dedication student participants.
    - Care for the needs of congregants as assigned.
  7. As desired, apply for Resident Interns at the beginning of each year.
  8. Steward the student ministry budget effectively, leading to fruitfulness in future years and proactively develop its purposes.
  9. Network with area Student Ministry Directors regularly.
  10. Create a monthly report for the Family Ministries Director of ministry updates, celebrations, hardships, and staffing concerns and highlights.

#### Qualifications:

- Strong devotional life.
- Lives and works in accordance with stated Staff expectations.
- College degree in a related field, or equivalent ministry experience, preferred. A theological degree from an accredited evangelical seminary is a bonus.
- Acceptance of biblical theology as outlined by the EFCA.
- Champions the vision of Calvary Church without hesitation.
- At least two years of proven successful leadership in a youth ministry role.
- Effective communicator as affirmed by multiple generations and peoples.
- Ability to work effectively with different teams within the church.
- Strong conflict resolution skills are necessary; able to take criticism that may not always be warranted, while pursuing peace as much as possible.
- Demonstrates humility and grace, with a willingness to accept responsibility for own failures and failures of Group leaders regardless of fault
- Serves as an example of a loyal friend and family member, who can properly balance the obligations of professional and private life

- Demonstrates Christian unity with other church leaders from different ethnicities and backgrounds for the furtherance of the Kingdom

**Review:** Reviewed annually by the Transformational Ministries Pastor