



## Position Description

# Director of Student Ministry

## Switzerland Community Church

### About Switzerland Community Church

Switzerland Community Church exists to see our community impacted by the love of God and the Gospel of Jesus Christ. We desire ***to become Christlike by studying His word which calls us to go and make disciples*** (Matthew 28:18-20) by seeking to ***Gather, Grow, and Give***.

### Function

- The Director of Student Ministry will ensure high-quality programming for Middle School and High School students.
- The Director provides volunteer coordination, opportunities for parent engagement and supports the overall mission and vision of the church.
- The Director of Student Ministry, working closely with the Pastor of Discipleship and Evangelism, will be responsible for directing the spiritual formation of students to help them have an authentic faith in Jesus Christ.
- The Director of Student Ministry will oversee the day-to-day administrative function of Switzerland Community Church Student Ministries.

### Qualifications and Expectations

1. Have a solid and growing personal relationship with Jesus Christ.
2. Give evidence of good moral character and sound judgment in their personal, family, and spiritual life [1 Timothy 3:1-7; Titus 1:5-9].
3. Exhibit a passion for service to, and worship of God.
4. Exhibit strength in administrative, leadership, and team-building skills.
5. Exhibit vision, creativity, and passion in development of student ministry.
6. Must be in full accord with the SCC's Statement of Faith, Mission, Vision, Values, and Philosophy of the Ministry.
7. Staff must be active, participating members of Switzerland Community Church or be willing to become a member at the beginning of employment.

### Abilities

1. Demonstrates ability to recruit, train and equip new and existing adult team members.
2. Has a deep understanding of current societal trends impacting students in middle and high school.
3. Is an innovative, organized self-starter.
4. Connect well with people of all age groups.

5. Positive, energetic and fun.
6. Team player who works well with others.
7. Good communicator.

## **Reportability**

1. The Director of Student Ministry reports to the Lead Pastor.
2. The Director of Student Ministry conforms to all policies and procedures in the Switzerland Community Church Employee Handbook.

## **Responsibilities**

1. OVERSEE STUDENT MINISTRY PROGRAMING
  - a. Plan, lead, and or oversee a weekly Sunday discipleship experience.
  - b. Plan, lead and oversee weekly Wednesday gathering of youth which serves as a catalyst for non-believing/seeking students to be introduced to Christ. Including, but not limited to:
    - Games and activities designed to engage each student and build relationships.
    - Large group teaching time on Wednesday evenings ensuring messages communicate biblical truth in engaging ways, with focus on introducing students to Christ.
  - c. Ensure SCC Student Ministry fosters a welcoming and respectful culture among all participants.
  - d. Foster an invitational culture where students are encouraged and incentivized to invite their friends to ministry programs and events.
  - e. Build relationships with students, parents, and volunteers.
  - f. Help students and families celebrate spiritual and life milestones such as salvation, baptism, birthdates and graduation.
  - g. Help raise student leaders and give them opportunities to serve and develop their leadership skills.
  - h. Empower students to serve and experience hands-on ministry by providing age-appropriate service opportunities inside and outside the church.
  - i. Plan camps, trips, and or retreats.
  - j. Engage and support students on their school campuses.
2. ADMINISTRATIVE
  - a. Maintain Christ honoring relationships with student ministry staff/volunteers.
  - b. Develop and maintain the budget for ministry programming.
  - c. Recruit appropriately vetted volunteers to encourage and grow youth in Christ.
  - d. Work with team members in sharing vision and setting goals and strategies to grow the program spiritually and numerically.
  - e. Follow-up with students and help them to reconnect or get connected into the Student Ministry.
  - f. Communicate with church staff, volunteers, parents, and students in a timely manner regarding events and ministry details.
1. MISCELANEOUS
  - a. Will engage with the Living Water Preschool to foster a positive and growing relationship with families who potentially have middle school and high school students.
  - b. Will maintain a cooperative relationship with the Director of Children's Ministry to ensure a smooth transition for students advancing into middle school.

- c. Work closely with Director of Children's Ministry for special events and joint ventures between both age groups [Trunk or Treat, Easter Jam, Jingle Jam, etc.].
- d. Undertake other duties as assigned by his/her supervisor.

### **Supervision of Volunteers**

1. Volunteer groups as created or assigned.

### **Position Classification**

The Director of Student Ministry is a full-time, Salary position.

### **Compensation**

1. Salary commensurate with experience and ability.
2. Other benefits are negotiable.

### **Meetings/Retreat Attendance**

1. Maintains consistent office hours.
2. Attends staff meetings.
3. Attends meetings at the request of committees and Church leadership.
4. Attends other meetings as stipulated by his/her supervisor.