



Student Ministry Director Job Description

Relationships:

The Student Ministry Director (SMD) works to oversee and execute the vision of Student Ministries that is aligned with the overall vision of Grace Community Church. The SMD works in conjunction with the Associate Student Ministry Director and volunteer teams. The SMD reports directly to the Next Gen Director.

Ministry Qualifications:

Staff Ministry Qualifications

- Evidence of a sincere commitment to Christ and a dedication to the advancement of the kingdom of God.
- Previous church and life experiences that reflect a positive testimony in the body of Christ.
- Active in Biblical community and consistent attendance at a weekly worship service.
- Evidence of practicing spiritual disciplines (personal Bible reading, prayer, etc.).
- A passionate heart for Christ, his Word, the local church, and people in general.
- Interpersonal skills with ability to communicate effectively with staff, volunteers, the congregation, and community.
- Member of the church or in process of membership, which includes
 - Commitment to and ability to articulate our mission, vision, and values.
 - Agreement with our church constitution and statement of faith (doctrine.)
- Ability to maintain a high standard of confidentiality both during and outside of work.
- Growing in Biblical knowledge and learning to disciple others.
- A desire to be part of a church ministry team that strives for excellence.
- Faithful, available, teachable, and responsive to reproof and guidance.

Specific Ministry Qualifications

- Education: BA/BS degree required
- Strategic and effective leader with 5-10 years of leading in student ministries in a large church context
- Passionate about seeing student develop a personal relationship with Jesus
- Proven ability to build teams and multiply ministries through others
- Proven ability to work well with parents

Objectives:

The Student Ministry Director works to develop and oversee the student ministries at Grace Community Church (including middle school students, high school students, and their parents) to be a ministry that is gospel centered, outreach oriented, and integrated into the overall life of the students at Grace. The SMD will recruit, train, and develop servant leaders (both adults and students) who will intentionally develop disciple-making students and equip parents to disciple their students.

Roles:

- Next Gen Department Member
- Oversight of Volunteer Teams
- Oversight of Student Experiences and Outreach
- Oversight and Execution of Small Groups
- Support and Execution of Biblical Counseling

Responsibilities:

Next Gen Department Member

The SMD serves as part of the Next Gen Department under the direction of the Next Gen Director to ensure ministry programs and structures are aligned with the vision and mission of the Next Gen Department and Grace Community Church by:

- Attending meetings with the Next Gen Director for communication, encouragement, and alignment
- Serving to ensure there is a smooth transition for 5th and 6th grade students, and their parents, into middle school ministries
- Attending and participate in church leader meetings for communication and alignment purposes
- Participating in other special ministerial tasks that may be assigned by the Next Gen Director

Oversight of Volunteer Teams

The SMD is responsible for creating an effective environment for recruiting, developing, and empowering student ministry leaders. The SMD prioritizes investing in ministry leaders who, in turn, invest in and influence students by:

- Communicating clear vision and goals for volunteer teams on a regular basis
- Building systems and structures that lead people from being spectators to volunteers
- Overseeing systems for background checks, safety and security procedures, scheduling, training, and care of volunteers
- Leading staff volunteer meetings along with the Associate Student Ministries Director
- Championing the student ministry leadership development strategy
- Providing centralized efforts for training leaders (retreats, tools, etc.)
- Providing volunteer teams with current student ministry best practices
- Ensuring that the student ministry team answers questions and provides strong communication and equipping to parents and students on a consistent basis
- Creating and continually improving follow-up methods to ensure that new students and their families are plugged into Grace Community Church
- Managing budget forecasts and expenses for team leaders

Oversight of Student Experiences and Outreach

The SMD is responsible for creating programs that provide engaging experiences and life-changing environments for students by:

- Developing life changing experiences and environments for middle school and high school students
- Providing insight and direction for big picture programming and creative planning processes that are aligned with Next Gen Department and overall church vision and mission.
- Ensuring that check-in areas, ministry spaces, and signage are clear, current, and focused on new students and their families
- Coordinating with the Engagement Department to produce videos, printed promotions, verbal announcement, web page information, marketing, etc. about student ministry at Grace.
- Creating programming that is integrative in nature for special needs families but also takes into consideration each special needs student's needs and capabilities
- Creating and maintaining a safe environment for students, including special needs at Grace
- Directing an ongoing presence on the middle school and high school campuses in the Corridor area for the purpose of prayer, serving, getting to know student and their families and reaching those students for Christ

Oversight and Execution of Small Groups

Alongside the Associate Student Ministry Director, the SMD is responsible for constructing practical programs and systems to help students move from visiting to belonging and growing by:

- Integrating students into life groups for the purpose of spiritual growth, shepherding, care, and accountability
- Overseeing information and tracking of small group participants and leaders
- Encouraging small group leaders to connect with families and students during the week
- Providing opportunities for students to discover their unique purpose and begin developing their talents and abilities
- Offering small group leaders' curriculum, coaching materials, and creative approaches to small group ministry
- Implementing a strategy to equip parents to help their student take their next steps toward Christ
- Executing student outreach efforts through their life groups at Grace Community Church
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Support and Execution of Biblical Counseling

While the Associate Student Ministry Director will provide direct oversight of student-oriented Biblical counseling, the SMD supports the ASMD who shepherd students and their families well by:

- Providing Biblical counseling for students
- Providing Biblical counseling and conflict resolution for parents
- Serving in the Biblical counseling ministry at Grace as a staff counselor
- Pursuing continuing education opportunities in Biblical counseling

Pay and Benefits:

Full-time position with negotiable benefits. Salary based on experience and tenure.