

NEW BEGINNINGS UNITED METHODIST CHURCH

Job Description: Director of Student Ministries

Principle Focus

Under the immediate direction of the Senior Pastor and Staff Parish Relations Committee (SPRC), the Director of Student Ministries will work accordingly with the Youth Council and Church Council to equip and assist church organizations and leaders in planning, conducting and evaluation of a comprehensive Student Ministry. The Director of Student Ministries will support the mission and objectives of the church to grow a community of believers in Christ, in service to the world.

The Director of Student Ministries is a member of the ministerial staff and is selected by the Staff Parish Relations Committee (SPRC) for an unspecified period of service. The position will minister to the spiritual needs of youth 7th grade thru graduated seniors attending NBUMC and reaching out to those in the community.

This is a part-time, exempt, thirty (30) hours per week position including but not limited to Sunday morning and may include Sunday evenings and weekday/night events as appropriate.

Duties and Responsibilities

- Coordinate with the Youth Council to plan and evaluate the overall youth ministry of NBUMC.
- Attend Youth Council and Church Council meetings and provide reports to the Church Council in conjunction with the Youth Council Chairperson on behalf of the student ministry.
- Attend worship services and church-wide activities.
- Assist the Senior Pastor to develop and coordinate the confirmation process.
- Develop and oversee the budget for the youth ministry that is reflective of the goals of the ministry in conjunction with the Youth Council and the Finance Committee.
- Keep informed of youth trends and resources needed to serve as an advocate on behalf of the student ministry to the church at-large.
- Develop and implement the use of program materials, equipment, supplies and building space.
- Be present in the personal lives and important activities (sports, band, theater, Scouts, etc.) of youth involved in the student ministry.
- Be available for confidential conversations with family and/or youth as needed.
- Support the Youth Council in the development of innovative fund raising ideas for youth retreats and activities.
- Organize regular youth participation in Sunday morning worship services and with ministry and leadership roles in the community.
- Maintain consistent and appropriate communication with the youth and their parents so they are constantly aware of the vision of the student ministry as well as ongoing events and activities (“Youth Corner”, newsletters, Constant Contact or other email marketing programs, texts, Facebook, etc.).
- Develop, implement and coordinate youth mission ministry that incorporates direct service to local and regional mission projects and trips.
- Plan and coordinate retreats, camps and conferences that reach all youth at various levels of spiritual and mental maturity.
- Plan and coordinate special events at least once per month such as concerts, movie nights, lock-ins, sports events, tubing, ski trips, etc.
- Maintain awareness of community events that the youth can become involved in.
- Develop and coordinate recruitment and training of teachers, volunteer, and leaders for youth ministry.
- Other duties as assigned by the Senior Pastor.

Skills, Education and Requirements

- Have a vital, personal relationship with Jesus Christ, living a Godly lifestyle inside and outside of church.
- Be a member of the United Methodist Church.
- Have strong interpersonal skills with youth and adults.
- Have general knowledge of diversity and skills to manage diversity.
- Have at least an associate's degree and experience and maturity in student ministry.
- Attend annual youth ministry conferences or conventions (at the expense of NBUMC).
- Become and maintain current CPR/First Aid certification and Safe Sanctuary certification.
- Pass a background check.
- The church reserves the right to conduct pre-employment and/or random alcohol and/or drug testing.