

POSITION TITLE: HIGH SCHOOL DIRECTOR

REPORTS TO: PASTOR OF STUDENT MINISTRIES

JOB CLASSIFICATION: MINISTERIAL EXCEPTION

MISSION (PURPOSE): The mission of River West church is to build a community of Christ for the world. In line with this mission, the student ministry department's goal is to raise up student Jesus followers who have informed minds, worshipful hearts and engaged lives. The *High School Director's* big-picture role will be to partner with both the Pastor of Student Ministries and the Student Ministry Administrator to develop and cultivate a spiritually sound and dynamic ministry environment for High School students. *This position will play a critical role in the presentation and sharing of the Gospel of Jesus Christ to grow students in their faith.*

RESPONSIBILITIES

1) *Discipleship and Mentorship*

- a) Regularly meet with and disciple high school students
- b) Lead and facilitate high school small group as part of our regular Sunday & Tuesday gatherings
- c) Invest in High School Ministry leaders and provide team leadership.

2) *Teaching, facilitation, and collaboration*

- a) Provide biblically sound and relevant teaching of the Word in both small and large group settings
- b) **If Applicable** Develop and oversee a worship team made up of students

3) *Ministry*

- a) Develop and cultivate partnerships outside of River West with local churches and parachurch organizations (such as Young Life, FCA, etc.) as we partner to minister to students in our community
- b) Assist the Student Ministry team in planning and executing ministry programs such as Sunday worship gatherings, mid-week Bible Studies, special events, retreats and mission projects

JOB-SPECIFIC REQUIREMENTS

1) Relational Requirements

- a) Have a personal growing relationship with Jesus Christ, a lifestyle that is consistent with the witness of Scripture and the ability to articulate your faith
- b) Passion to work with students!
- c) Affinity to work alongside others in the context of teams
- d) Interpersonal maturity and the Fruit of the Spirit in relationships
- e) Ability and willingness to interface with staff members, volunteers, parents and ministry partners
- f) Ability to bring positive energy and FUN to the ministry

2) Technical Requirement

- a) Proficiency in Microsoft Office products
- b) Ability to navigate PC and Mac platforms
- c) Proficient in the use of social media, following established River West Church guidelines

Educational + Experiential Requirements

- An undergraduate degree (*strongly preferred*)
- 2-3 years' experience in student ministry (*strongly preferred*)

Personal and Spiritual Requirements

- Be an active member of River West Church and agree to adhere to the River West Statement of Faith
- Have a personal growing relationship with Jesus Christ and exhibit a life that is consistent with the witness of scripture and the ability to articulate this faith
- Demonstrate a deep, personal understanding and appreciation for the Gospel of Christ
- Passion to see students come to a saving relationship with Christ and to grow in their understanding of what it means to be a Christ-follower
- Desire for personal and relational excellence within River West staff
- Bring energy, drive and FUN to ministry
- Ability to recruit and train a team of volunteer leaders
- Commitment and skill in building strong relationships with student and ministry team leaders

- Ability to build strong relationships with parents of Jr. High and High School students
- Maintain a courteous Christ-like spirit when dealing with people within and outside of River West Church
- Ability to maintain confidentiality
- Ability to discern, prioritize and deal with each situation/contact on an individual basis
- Ability to follow through on commitments. Punctual and organized
- Must successfully complete criminal background check

Note: This job description does not imply that these are the only duties to be performed by the employee occupying this position. This role will follow other job-related instructions and perform other job-related duties as required by their supervisor. River West has the right to revise this job description at any time. *(This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship).*

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____