

**POSITION TITLE: DIRECTOR OF HIGH SCHOOL MINISTRY**

**REPORTS TO: PASTOR OF STUDENT MINISTRIES**

**JOB CLASSIFICATION: FULL TIME/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, Student Ministry aims to foster Jesus followers who have informed minds, worshipful hearts, and engaged lives. The *Director of High School Ministry* will partner with the Pastor of Student Ministry to develop and cultivate a spiritually sound and dynamic ministry environment for students. This position will play a critical role in presenting and sharing the Gospel of Jesus Christ to grow students in their faith. The Church considers this to be a position subject to the ministerial exception from all employment laws.

**RESPONSIBILITIES**

*1) Discipleship and Mentorship*

- a) Regularly meet with and disciple high school students; and as needed junior high students.
- b) Lead and facilitate small groups as part of weekly Student Ministry gatherings.
- c) Invest in, and build healthy relationships with, Student Ministry leaders. Provide team leadership.

*2) Teaching, facilitation, and collaboration*

- a) Provide Biblically sound and relevant teaching of the Word to students in both small and large group settings.
- b) Teach, and establish a teaching team, for High School Ministry and participate in the teaching for Junior High Ministry.

*3) Ministry*

- a) Serve and collaborate under the direction and leadership of the Pastor of Student Ministry to establish a spiritually sound and dynamic ministry environment for students.
- b) Cultivate partnerships outside of River West with local churches and parachurch organizations (such as Young Life, FCA, etc.) to minister to students in the community.
- c) Assist 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 growing relationship with Jesus Christ, a lifestyle 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 Canva, ProPresenter, Microsoft Office Products (PowerPoint, Word, Excel), or similar platforms.
- b) Ability to navigate PC and Mac platforms.
- c) Proficient in the use of social media, following established River West Church guidelines.

### *3) Educational + Experiential Requirements*

- a) An undergraduate degree (strongly preferred).
- b) 2-3 years' experience in student ministry (strongly preferred).
- c) Education regarding the Church's biblical doctrine as practiced in this Church, which can be acquired by classes and forums offered by the Church.

### *4) Personal and Spiritual Requirements*

- a) Be an active member of River West Church and agree to adhere to the River West Statement of Faith.
- b) Have a personal growing relationship with Jesus Christ and exhibit a life consistent with the witness of scripture and the ability to articulate this faith.
- c) Demonstrate a deep, personal understanding and appreciation for the Gospel of Christ.
- d) 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.
- e) Desire for personal and relational excellence within River West staff.
- f) Bring energy, drive and FUN to ministry.
- g) Ability to recruit and train a team of volunteer leaders.
- h) Commitment and skill in building strong relationships with student and ministry team leaders.
- i) Ability to build strong relationships with parents of High School students.
- j) Maintain a courteous Christ-like spirit when dealing with people within and outside of River West Church.

- k) Ability to maintain confidentiality.
- l) Ability to discern, prioritize and deal with each situation/contact on an individual basis.
- m) Ability to follow through on commitments.
- n) Must be and be punctual and organized.
- o) 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 any other job-related instructions and perform and other job-related duties as required by their supervisor. River West as 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 \_\_\_\_\_