

Position Description for DIRECTOR OF JUNIOR HIGH MINISTRY

Revised May, 2018

POSITION SUMMARY

The Director of Junior High Ministry works closely with the Director of Senior High Ministry to cast vision and implement strategies to help students cultivate a relationship with God and a growing desire to seek the good of the West Shore and beyond through deep truth, deep lives and deep love for the glory of Christ. The Director of Junior High Ministry partners with volunteer leaders and parents to accomplish this specifically in the lives of 7th and 8th grade students.

POSITION QUALIFICATIONS

- Character: Pursues God actively and demonstrates a life of Christ-like integrity.
- Experience: Possesses previous experience in an applicable student ministry context.
- Education: Possesses at least a Bachelor's degree, preferably in a directly relevant area of study.
- Beliefs and Practices:
 - Agrees with the statement of faith of the Evangelical Free Church of America.
 - Affirms and agrees to abide by the constitution and bylaws of West Shore Free Church.
 - Affirms the mission, values and strategy of West Shore Free Church.
- Gifts, Skills and Abilities:
 - Teaches the Bible effectively and age appropriately.
 - Seeks to provide wise spiritual counsel.
 - Connects well with students and parents.
 - Builds teams of adult and student leaders.
 - Strategizes, plans and organizes effectively.
 - Communicates effectively through written and verbal means.

RESPONSIBILITIES

- Recruits, trains, supports and encourages a team of adult LifeGroup leaders as the primary means to disciple students.
- Seeks to build relational bridges with churched and unchurched students in contexts outside the church (schools, games, concerts) and encourages volunteer leaders to do the same.
- Leads and participates in teaching teams for large group teaching venues in order to develop the teaching gifts of adults and students, as well as to provide variety.
- Commits to spiritual and professional growth and development by participating in conferences or courses, as well as engaging a variety of resources that address topics like: ministry, theology, spiritual formation, discipleship, culture, trends, etc.

- Provides leadership, direction, and oversight to existing Junior High ministry programs (understanding that these structures may be revised over time to increase effectiveness):
 - Wednesday night programming (primary venue for Junior High LifeGroups)
 - Sunday morning programming
 - Retreats and Summer Camp (Harvey Cedars Bible Conference)
 - Faz6: Works in conjunction with the Elementary Coordinator to oversee the Wednesday night Faz6 ministry throughout the school year.
 - Other events in collaboration with the overall student ministry: Leader Training; Fall Kick-Off (AGIOS Challenge); and Special Events (West Shore's Got Talent; Feed My Starving Children; etc.)
- Provides leadership and oversight of specific overall student ministry aspects (these responsibilities to be divided equitably between the Junior High and Senior High directors):
 - Student café: Works with volunteers to manage products, sales and coverage.
 - Sunday Morning Opening: Works with teams of students and adults to facilitate a combined Junior and Senior High opening that includes worship, prayer, stories, encouragement and announcements.
 - Connection Team: Works with a student team to welcome new students and help them connect with others on Sunday mornings.
 - Mission Trips: Works with the Multiply Pastor (and others) to provide short term summer missional opportunities for students.
- Partners with the Director of Senior High Ministry to:
 - Improve the effectiveness of our ministry to students and their families through continual refinement of strategies, programs, communications, resources, environment, etc.
 - Manage the annual student ministry budgetary resources.
 - Oversee student ministry interns as needed.
- Partners with West Shore Free Church in order to:
 - Foster a student ministry characterized by West Shore's five values: Know God as he is; Be rather than appear to be; Sent with the Gospel; Sacrifice for one another; Engage across generations.
 - Cultivate a student ministry that fully engages students in West Shore's four strategies: Worship, Belong, Train, Multiply.
 - Fulfill other duties as assigned in support of general church-wide ministry needs shared by ministerial staff for the health of the body, and to advance the vision and mission of the church (i.e. baptism, counseling, teaching, discipleship, etc.)
 - Participate as a member of the Ministerial Staff team to help plan and lead in a manner that is sensitive to and supportive of students and their families.

REPORTING RELATIONSHIPS

The Director of Junior High Ministry works collaboratively with the Director of Senior High Ministry. Both positions report directly to the Executive Pastor. This reporting involves not only ministry accountability, but also spiritual accountability. It is expected that each member of the team will actively pursue a personal relationship with God and manifest a life characterized by godliness. Transparency is highly valued and confidentiality among staff is assumed to cultivate a healthy and transformative environment.