

Status: Full Time (40 hours)

Reports to Family Ministries Director

Updated: July 2021

Summary

The Student Ministry Director is responsible for working with the Family Ministry team to provide direction for the student ministry at large and specifically for developing a team of volunteer leaders and partnering with parents to serve the middle school and high school students at Blue Oaks Church. While leadership opportunities within other areas of Family Ministry will exist, you will take primary responsibility for Middle School and High School Ministries.

You win when the student ministry engages the next generation so they grow deeper in Christ-centered living and when each student has a team of responsible and passionate Christ-following leaders investing in them and influencing them with the message of God's story.

Responsibilities

General

- **Be an active and contributing member of the Family Ministries Team as well as the Blue Oaks Staff team**
 - Be a part of the planning process for activities across all age ministries to create an integrated strategy for family ministry from birth through graduation.
 - Be prepared for weekly Family Ministry meetings
 - Be prepared for weekly Blue Oaks staff meetings and other staff events
 - Contribute to Family Ministry Team initiatives throughout the year, such as Fall Kick-off, special recruitment efforts, volunteer training and appreciation efforts, parent programs, etc.
 - Contribute to Blue Oaks staff initiatives, such as church-wide serve opportunities, Staff retreat, overall Christmas and Easter program planning, etc.
 - Manage Student Ministries Programming budget lines.
 - Maintain accurate records of youth participation.
- **Create and utilize communication systems that enable us to communicate with leaders and enable leaders to communicate with each other, parents, and with their groups**
 - Provide weekly updates to leaders, communicating curriculum content, schedules, training/encouragement, and other news
 - Provide monthly Parent updates, communicating ways for parents to engage their teens with content from our weekly teaching, as well as motivate and resource them in their role as the primary spiritual leaders of their teens
 - Moderate and utilize online group pages, Orange apps, and messaging apps as needed

Student Ministries

- **Lead the team of volunteers that are part of the Student Ministry team.**
 - Coordinate and communicate with the Family Ministry Director all recruitment and training needs, including yearly training and monthly training focuses.
 - Create opportunities for the members of the team to connect together and grow in their spiritual gifts.
 - Encourage leaders to partner with parents to have a great impact on the lives of students.
- **Create engaging experiences for teens that move forward the mission and vision of Blue Oaks.**
 - You will coordinate content, production, and physical spaces in order to create unforgettable and transformative ministry experiences for teens in our weekly Middle High and High School events.
 - Plan, promote and conduct special events that encourage students to take their next step in faith by encouraging service to others, being in community, growing in faith, and inviting others.
- **Develop a culture that promotes and provides for a personal connection for every student to one or more leaders.**
 - Every student in our youth directory is contacted personally by a member of the leadership team at least quarterly and meets face-to-face with someone at least once a year.
 - Inactive students or parents are contacted personally by email or phone.
 - Train leaders to encourage students to explore their gifts and talents by developing a personal ministry.

- **Resource speakers and Large Group leaders to craft the message of Jesus into engaging, relevant, and memorable experiences for teens.**
 - Utilize the XP3 Orange curriculum to its full potential in our local context for MS programming. Utilize the Four-Year Bible curriculum to its full potential for HS.
 - Creatively communicate for Sunday morning MS service and for weekly MS and HS small groups.
 - Communicate weekly with leaders and parents.
- **Resource Small Group Leaders to create safe environments for teens to find community and grow spiritually.**
 - Provide supplies needed for leaders to create a great SG experience for their teens.
 - Utilize the XP3 Orange curriculum to its full potential in our local context for MS programming.
 - Create discussion guides for our HS small groups to contextualize the main service message for HS students and challenge them to engage more deeply.
- **Act as Team Leader of the weekly Student Ministry environments.**
 - Be present to provide point leadership at weekly MS ministry events.
 - Be present to provide point leadership at weekly HS ministry events.
 - Oversee the execution of the programming plan for regular and special MS and HS events.
 - Plan out teaching content for HS and MS programming and events.
 - Regularly act as host, game leader, or teaching communicator for MS events.
 - Ensure that ideals and systems are in place to develop a strong and healthy youth culture.

Family Ministry

- **Assist in planning, organizing, and leading occasional Family ministry-specific events**
 - Collaborate with Family Ministry Team to plan Christmas programs/events, Family Experiences (i.e. worship experience for kids and parents), Volunteer Kickoff, Open House, and other joint events.

Preferred Qualifications and Attributes:

- Leader of Leaders - Able to develop and lead volunteer teams who in turn lead the ministry.
- Highly Organized - Able to troubleshoot, create processes and systems with a strong eye for detail.
- Highly Relational - Relates well with Volunteers, Students, and Parents.
- Public Speaker – Experience communicating to teens and adults.
- Creative and Resourceful - Able to make content and physical spaces come to life.
- Team Player - Thrives in a team environment and enjoys collaborating with others on projects.
- Flexibility – Able to adapt, take necessary risks with a team, and move at a fast pace.

Character and Behavioral expectations

Perfection is not expected; growth is. Some of the characteristics expected of an effective Director include:

- Committed to a growing, dynamic, and personal relationship with Jesus. Includes personal spiritual practices such as reading God’s Word and having an active prayer life.
- Humility and a strong desire to continue learning and growing both professionally and personally.
- Committed to the larger Church family and maintaining unity.
- A fierce commitment to honesty and truth in both leadership and personal life.
- Prioritizes healthy relationships with family, including spouse if married.
- Prioritizes healthy relationships with others outside of the ministry, such as close, meaningful, friendships.

Confession of Faith

All Blue Oaks staff shall be in full agreement with the Blue Oaks Mission, Vision, and Values.

Conclusion

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by individuals within this job. But, this job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, or responsibilities associated with the position.