



Job Description Associate Director of Student Ministries

Reports to: Pastor of Student Ministries

Role Type: Full-Time (40+ hours per week)

The Associate Director of Student Ministries supports the Pastor of Student Ministries in leading the middle school, high school, and 20-somethings ministries at Emergence. This role focuses on hands-on leadership, implementation, administration, and relational discipleship; helping students know Jesus, grow in faith, and share the gospel with others.

The Associate Director will work closely with the Pastor of Student Ministries to recruit, equip, and empower leaders; plan and execute weekly programs and events; and foster a culture of discipleship, community, and outreach.

Qualifications

- Has trusted in Jesus Christ as Savior and demonstrates Jesus as Master in daily life
- Demonstrated ability to lead, recruit, and equip volunteer leaders
- Experience serving in student ministry (paid or volunteer)
- Strong communication and relational skills with students, parents, and leaders
- Gifted in teaching and leading engaging, gospel-centered programming
- Excellent organizational and administrative skills
- Teachable, humble, and effective in a team environment
- Fully aligned with Emergence's Doctrinal Statement and Membership Covenant
- Background check required

Duties and Responsibilities

Program Leadership

- Plan, organize, and lead engaging weekly student programs that clearly communicate the gospel and foster community
- Lead Sunday morning student programming for discipleship and growth
- Partner with the Pastor of Student Ministries in designing ministry vision, structure, and content
- Oversee the setup, logistics, and execution of student events, retreats, camps, and service opportunities

- Model servant leadership by being on time, prepared, and engaged.

Volunteer Development

- Identify, recruit, train, and support volunteer leaders who disciple students
- Foster a culture of encouragement, accountability, and spiritual growth among leaders
- Support student leadership development by empowering students to serve in ministry

Discipleship & Care

- Build relationships with students to help them grow spiritually and engage in community
- Provide pastoral care for students and leaders under the supervision of the Pastor of Student Ministries
- Partner with parents through clear communication and relational support

Collaboration

- Work collaboratively with the Family Ministries team and other departments to ensure smooth ministry transitions and alignment
- Support multi-campus initiatives and ministry coordination as needed
- Assist in upholding and modeling adherence to Emergence's Child Protection and Student Ministry Leader Policies

General Requirements

- Pursue growth in pastoral and leadership gifts through continued learning and mentorship
- Network with others in similar roles at other churches to develop relationships and learn new best practices
- Stay engaged with the wider student ministry community for fresh ideas and best practices
- Stay up to date and timely on administrative responsibilities, such as credit card reports
- Answer all inquiries in a timely manner (texting—same day, phone calls and emails—within 24 hours)
- Support other church initiatives and “pitch in” to serve the broader mission
- Generally, don't stink at your job