



# Job Description

## Associate Student Minister

### General Description

The position of Associate Student Minister works in close partnership with the Student Minister to facilitate and expand our existing Student Ministry with an emphasis on discipleship. This individual is called to Christian service and is willing to go "above and beyond" the personal investment in a position that is considered "normal" in the secular world of work. This role reports to the Student Minister but works in collaboration with all ministry staff.

### Qualifications and Skills

- Must be a growing Christian, deepening his/her personal relationship with Jesus Christ and modeling this to others.
- Energetic leadership and people skills with the ability to motivate, inspire, equip, and encourage individuals and teams.
- Excellent relational skills (diplomatic, caring, active listener, and commitment to confidentiality).
- Track record of successful experience with recruiting, training, and deploying large teams of volunteers
- Bachelor's degree preferred; paid church staff experience preferred.
- Excellent communication and organizational skills
- Ability to work positively in a team-based environment.
- Understanding of and willingness to reach for a high standard of excellence.
- Ability to lead change amongst diverse teams in a collegial manner.
- Ability to manage multiple projects and processes together.
- Independent worker
- High level computer skills (Microsoft Office Suite, Google Calendar & Docs, other platforms)
- Graphic design and video editing experience preferred (DaVinci, CMG, and ProPresenter)
- Strong interpersonal skills and high emotional IQ
- Understands the need for confidentiality within the church setting.
- Member of Blue Springs Christian Church and models the standards and expectations of the Leadership Expectations of BSCC.

### Specific Responsibilities

- Assist the Student Minister in overseeing the ministries and programs provided for Middle School and High School students.
- Recruit, train, equip, and oversee volunteers in Student ministry.
- Assist in planning and conducting events for Student, NextGen, and Young Adult ministries.
- Work with the Children's Minister to plan and oversee the successful transition of 5<sup>th</sup> Graders into Middle School Ministry.
- Work with the Student Minister to plan and oversee the successful transition of Graduating Seniors into Young Adult Ministry.
- Meet regularly with the Student Minister to plan weekly programming and special events, and to evaluate past programs and events.
- Assist the Student Minister in the planning and development of the annual budget and goals.

- Build relationships with Students within and outside of regularly scheduled programming and events.
- Actively disciple individual students and Student Ministry Volunteers.
- Serve as a back-up to the Student Minister on Sundays, Wednesdays, and events when she or he is gone.
- Assist the Student Minister in the creation of social media content.
- Assists the Outreach Minister with the Packs & Kids ministry.
- Be involved with church-wide initiatives to provide leadership and be a Servant example to the students and families.
- Assist with other duties as assigned to further the work of Christ in our community and around the world.

### **Relationships**

- Serves under the direction of the Student Minister.

### **Working Hours and Pay Rate Information**

- This is a full-time exempt position.
- This is a salaried position with a pay rate based on years of experience and industry standards.