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|  | Management System – Job Description | |
| | OP6001-F011 Director of Student Ministries | Revision: B |
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General Description

The Director of Student Ministries is responsible for all aspects of ensuring the spiritual growth and development of students grades 6 through 12. This includes leadership of weekly programs (RIOT and Impact) and periodic special events for students (conferences, trips, and service projects).

Essential Job Functions

1. Lead a team of paid staff and volunteers in the creation and operation of a student ministry, including weekly services and routine special events.
2. Responsible for biblically accurate, culturally relevant, and high energy teaching of students.
3. Create and manage a student ministry calendar that will drive all the activities and teaching of the ministry.
4. Direct the recruitment, training, and development of volunteers as needed to staff weekly programs and special events.
5. Develop and disciple a group of student leaders.
6. Implement student registration, program management, and security policies/practices in support of weekly services and special events.
7. Cast vision for, lead teach, and program the church's annual STRETCH/Escape (Camps for Teens) outreach events including music selection, development of messages/teaching, and utilization of games and other artistic elements in the inspiration of students in learning about God.
8. Design, plan, and conduct periodic parent meetings in order to meet the needs and expectations of families attending CCV.
9. Develop an annual budget for student ministries and manage spending to budget.
10. Function as a member of CCV's pastoral staff performing baptism services, weddings, funerals, etc. as part of a rotation schedule.
11. Perform other duties as assigned.

Education and Experience

This position requires a minimum of 5 to 7 years experience as a staff member in a student ministry leadership capacity. Possession of a Bachelor's Degree in Biblical studies or related field is required. (Extensive ministry experience, in some cases, can be substituted.) The successful individual will be a strong leader with a solid work ethic, possess a passion for teaching students about God, and have the ability to administrate as a department head. A working knowledge of creative programming related to student programs and special events is a real plus.

Position Structure and Level

Grade: TBD

Reporting: This position reports to the Executive Pastor.

Organization: This position is part of CCV's senior leadership team, the Senior Staff.

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