



## Job Description and Qualifications

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<b>JOB TITLE:</b>	Student Ministries Assistant Director
<b>DEPARTMENT:</b>	Student Ministries
<b>CLASSIFICATION:</b>	Full-Time (40 hours/week)
<b>STATUS:</b>	Regular
<b>POSITION STATUS:</b>	Exempt, not eligible for overtime
<b>REPORTS TO:</b>	Pastor Larry Hackman/Youth Directors
<b>DATE:</b>	March 2015

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### **PURPOSE**

Support and implement a discipleship ministry that will foster spiritual growth, outreach, and care to middle school (grades 6-8) and high (grades 9-12) school students.

### **PRIMARY DUTIES**

- Support High School and Middle School Directors in Sunday and Wednesday programs.
- Equip and empower volunteer staff to minister to student ministries in a skilled and appropriate manner.
- Assist with planning and organization of fellowship, outreach, retreats and camp activities.
- Attend weekly youth cohort meetings and all church team meetings
- Help maintain effective communication with parents, staff, and students.
- Administrative functions that support student ministries.

### **KNOWLEDGE/SKILLS**

- A growing follower of Jesus with a passion to continue that growth.
- Has an accurate knowledge of the Scriptures.
- Maintains a growing knowledge of discipleship practices specifically geared to students.
- Identifies the needs and solutions for the care of youth.
- Has the ability to work alongside parents to equip them to disciple their youth.
- Possesses a holistic view of the ministries of the church and desires to work with other staff in the context of a team approach to ministry.
- Fully supports the Chapel Hill Statement of Faith and Philosophy of Ministry.
- Ability to motivate, recruit and train adult youth leaders to assist in youth ministry.
- Excellent teaching abilities, event planning and relational skills (group and on-on-one)
- Ability to handle multiple tasks with changing priorities in an organized and timely manner.

### **EDUCATION/TRAINING**

- Bachelor's degree focused on ministry
  - Ministry experience with students
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