

**Job Description: Interim Senior High Ministry Director**

POSTING COPY – September 2021

**1. SUMMARY**

This is a position for the coordination and leadership of ministry with students and families of 9<sup>th</sup>-12<sup>th</sup> graders. The Interim Senior High Ministry Director (ISHMD) is responsible for the development and implementation of the vision and strategy for Senior High youth ministry programs. The ISHMD serves under the coaching and supervision of the Senior Pastor.

The anticipated term of this interim position shall be September 2021 through May of 2022.

**2. RESPONSIBILITIES**

**Witness:** By life and service to give evidence of personal faith in Jesus Christ. And through a biblically grounded ministry, to encourage the congregation to repentance and faith, spiritual growth, service and witness.

**Worship:** Participate in the worship life of ECC with occasional up-front responsibilities as assigned.

**Presence:** In accord with giftedness and personality, to “work the crowd” at times of ECC public gatherings as an encourager of relational connections within the ECC family – “spreading the joy of our life in Christ!”

**Communication:** Will strive toward excellent communication practices – returning calls, texts, emails (etc.) as appropriate; generally, within 24 hours.

**Staff:** Participate in weekly Staff meetings, Mission/Vision gatherings, and other occasional meetings as mutually agreed upon with the Senior Pastor and/or Church Chair.

**Care:** The ISHMD will seek to establish trusting relationships with students and their families – and shall be available to provide care for families as appropriate in coordination with the Pastoral and Care Teams.

**Kingdom Ministry:** As appropriate and in consultation with the Senior Pastor, the ISHMD is encouraged to engage ministry that blesses the broader Church. This shall include participation in the Northwest Conference Youth Ministry Network.

**Contact Ministry:** The ISHMD will make it a priority to enter the students’ schools and community contexts – attending events and meeting students “on their turf” outside of the church building. At the same time, modeling and encouraging this priority for other adult leaders.

**Ministry Leadership:** The ISHMD is responsible for the development, organization and coordination of ministry to students from 9<sup>th</sup> through 12<sup>th</sup> grades and their families. This position is responsible for providing a quality discipleship and outreach experience that is impacting, intriguing, fun, and nurtures discipleship at age-appropriate developmental stages. The overall purpose is to connect the unconnected to Christ and together grow in full devotion to him. Also seeking to create a safe environment where all are welcome for the discovery of life and salvation in Jesus Christ as a high priority.

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**Responsibilities include**, but are not limited to:

- Recruit, lead and work closely with the High School Student Ministry Team (students and volunteer adults) to develop evangelism, discipleship, and missional programming for Senior High Youth Ministry.
- Oversee the training of volunteer leaders and helpers – including efforts for the development of student leadership.
- Attend to the growing needs of students and assess new methods for creating an irresistible culture of welcome and hospitality to current and new families.
- Evaluate and order curriculum, as needed.
- Draft and administrate the Senior High Youth Ministry Budget.
- Oversee the appearance of the Senior High Ministry areas to ensure a welcome environment for students, in coordination with TreeHouse staff who share ministry space.
- Build a strong personal presence on Sundays and Wednesdays so families can identify and establish a trusting relationship.
- Serve as a member of the Safe Church Committee while helping to ensure safety guidelines are met.

**Additional ECC Ministry:** Ministry at ECC that exceeds this job description may be taken on in consultation with the Senior Pastor.

### **3. QUALIFICATIONS**

**Membership** It is desirable that the ISHMD will be or become a member of ECC.

**Education/Experience:** A Bachelor's degree and Youth Ministry leadership experience are required – a Master's degree is desirable.

**Committed to the Affirmations of the Evangelical Covenant Church** (including the support of women in ministry); the professions of the Apostles Creed; the Mission Statement of Excelsior Covenant Church and the Covenant Resolution on Human Sexuality.

### **4. CONSIDERATIONS**

**Hours:** This position is ideally a 40-hour per week role, but minimally 30-hours per week.

**Personal Time Away:** Two weeks/year (including two Sundays and two Wednesdays). Time spent off-site for ministry reasons such as camps or retreats shall be considered work time. Personal time away shall not include Holy Week or Senior High camp sessions. Time away shall be cleared in advance of commitments with the Senior Pastor in consideration of the ECC ministry calendar.

**Salary and Benefits:** Commensurate with education and experience.

**Supervised by:** Senior Pastor

**Ministry support by:** Mutual Ministry Committee