

3502 Wilson Street NE

Menomonie, WI 54751

715-231-5433

cedarbrookchurch.net

Job Description:

**Next Gen Director**

**Overview:** Cedarbrook Church is a growing church of 500+ people in Western Wisconsin. This position will oversee all ministry areas that impact the family and next generation at Cedarbrook. The Next Gen Director will cast vision for discipleship throughout CBKids, Ignite (youth), and Rooted (college) by welcoming families and young adults, empowering parents, and connecting with the greater community to a growing relationship with Jesus Christ.

This is a full time position: 1 FTE (40 hours)

**Reports to:** Lead Pastor

**Cedarbrook Employees are expected to regularly demonstrate:**

* TEAMWORK
  + Develops and maintains positive relationships with others; willingly participates and works collaboratively toward solutions which generally benefit all parties involved; readily shares all relevant information; supports team decisions; acts to promote friendly climate, and good morale.
  + Meets regularly with supervisor and staff.
* DEVELOPING SELF/OTHERS
  + Actively pursues Cedarbrook core values: Relationships, Excellence, Acceptance, Lifechange, Laughter.
  + Regularly engage in continuing education.
* INNOVATION
  + Creates original ideas and ways for accomplishing a result or solving a problem; Anticipates and responds to opportunities; Builds on past performance; Encourages risk-taking and new ways of thinking; Recognizes the value of change and speed in response to change.
* CEDARBROOK MISSION
  + Actions and interactions demonstrate and promote Cedarbrook mission.

A first priority in our search is finding the best fit for our church community. While we are searching for a Next Gen Director, the job description can be adjusted to the gifts and strengths of the candidate.

**Specific Duties:** To perform this job successfully, an individual must be able to perform satisfactorily the duties below:

1. Provide Leadership and Vision for the Next Generation
   * Develop a vision of faith formation for children from birth through young adult in partnership with the CBKids Associate, Ignite Associate, and Rooted Leader.
2. Develop and administer the activities of the Next Gen ministry which will include, but is not limited to:
   * + Weekly ministry meetings for CBKids and for Ignite with musical worship, biblical teaching, and small groups.
     + Recruit, train, and develop adult leaders.
     + Recruit, train, and develop student leaders.
     + Offer retreats, conferences, camps and mission trips for the youth.
     + Create and maintain outreach event calendar.
     + Counsel parents and teens, and if further help is needed, refer them to the appropriate resource.
3. Develop and oversee Next Gen support staff including a part-time assistant for CBKids and a part-time assistant for Ignite.
4. Develop and oversee the budget for the CBKids and Ignite ministrie
5. Oversee scheduling, class organization, data entry, and maintenance of supplies.
6. Oversee the marketing of the Next Gen ministry and related events to the church and community with the assistance of the Social Media/Marketing Assistant.
7. Execute church policy within the CBKids/Ignite ministry, specifically as it relates to Child Protection and Transportation.
8. Oversee use and maintenance of the church bus.

**Preferred Qualifications:**  These are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Prefer a Baccalaureate degree or equivalent advanced training in youth ministry.
2. Prefer a regular attendee of Cedarbrook Church.
3. Prefer one to three years’ successful service history as a children’s or youth leader.
4. Proven leadership and organizational capabilities.
5. Ability to engage with a large audience.
6. Ability to contribute as a positive and effective team member.
7. Ability to function independently without direct supervision.
8. Embrace the mission, vision, and values of Cedarbrook Church and be able to articulate them to others.
9. Live within the Cedarbrook service radius (roughly within 18-20 miles of Menomonie).

**Compensation:** Commensurate with experience. Includes life and AD&D insurance package, retirement, paid time off, continuing education.

**To apply:**  Read through the website and then send us your resume, along with a one-page cover letter telling us why you think you are a good match for this position. Send your resume to [officemanager@cedarbrookchurch.net](mailto:officemanager@cedarbrookchurch.net)**.**