

TRINITY ON THE HILL POSITION DESCRIPTION AND RESPONSIBILITIES

DATE: June 2021

POSITION: Director of Student Ministries (6th grade – college age)

POSITION CLASSIFICATION: Full-Time/Salaried

REPORTS TO: Senior Pastor

RESPONSIBILITIES:

Duties include but are not limited to the following:

- Leading, planning and directing student ministries to include off-site small groups, weekly large group experiences, retreats, summer camps, local outreach, and international mission trips
- Ensuring all student ministries reflect our Wesleyan heritage
- Effectively communicating with parents and students
- Coordinating activity schedules with the Director of Youth Choirs
- Maintaining visibility and interaction with the local community and school system
- Recruiting and training of ministry leaders and volunteers
- Budgeting and expense management
- Assisting with Sunday worship as needed
- Participating fully as a team member of the church staff by attending staff meetings/events and Church Council meetings

QUALIFICATIONS AND EXPERIENCE:

- Demonstrated experience in leading, planning, and directing a successful church student ministry program
- Strong interpersonal and communication skills; the ability to work well with students, parents, volunteers, and staff.
- Possess a mature faith in Christ and align with Wesleyan tradition, theology, and doctrine. He/she must abide by the UMC Book of Discipline.
- Bachelor's degree required. Seminary degree preferred.
- The ability to maintain confidentiality and privacy at all times.
- Must submit to a nationwide criminal background check and complete Safe Sanctuary training.

SALARY AND BENEFITS: Salary based on qualifications and experience. Benefits provided per personnel policy for full-time staff at the Director level.