

## Job Description



# MINISTER TO STUDENTS AND FAMILIES

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DATE: March 2024

STATUS: Exempt / Full-time

REPORTS TO: Executive Minister

## OVERALL RESPONSIBILITIES

The Minister to Students and Families (MSF) oversees Student Ministries and builds and nurtures an environment that fosters spiritual growth for those in 7th through 12th grade. The MSF ensures that the family of God is working together to make disciples of the next generation and help them grow as lifelong followers of Jesus.

In partnership with a Student Ministries Leadership Team, the MSF provides overall vision for addressing the unique needs of Junior High and High School students and their families as the students move through each stage of development. The MSF supervises and equips Student Ministries staff members, provides oversight of curriculum and content, serves as the primary teacher for Student Ministries, and engages and equips parents and volunteers in ministry development and evaluation.

## SPECIFIC RESPONSIBILITIES

### 1) Ministry Oversight

- Sets vision for coordinated and seamless ministry to students and families with a focus on teaching Bible knowledge and modeling faithful Christian living through relational interaction with staff and volunteer leaders
- Partners with a Student Ministries Leadership Team to establish a program that meets the needs of students and families
- Oversees relational and engaging ministries to students through paid staff and volunteer leaders
- Reviews and sets priorities for curriculum and teaching content
- Ensures that staff and leaders provide opportunities for students to reach out and to serve in various contexts inside and outside of the church
- Facilitates the transition of students from Junior High Ministry to High School Ministry and from High School Ministry to College Ministry
- Promotes and facilitates family participation in the larger community and in mission of Fremont

### 2) Student Discipleship

- Nurtures in students Christ's transformation of character and living through example, teaching, and pastoral guidance
- Oversees the discipleship systems for students in grades 7 through 12 and their parents
- Teaches at student ministry meetings and gatherings; oversees others who might teach occasionally
- Identifies conferences, mission projects, and retreats to provide

opportunities for the spiritual formation of students, including the annual summer All Church Conference

- Ensures that paid staff and volunteer leaders connect regularly with parents so that parents understand their own irreplaceable role in the discipleship of their students

### 3) Volunteer Training

- Recruits, equips and nurtures qualified volunteer leaders who are the prime points of contact and support in the discipleship of students
- Provides ongoing and regular shepherding, training and growth opportunities for both paid staff and volunteer leaders in the various student ministries
- Identifies and provides resources for leaders in student ministries (seminars, curriculum, on-line material, books, articles, etc.) to equip them in discipling students and families

### 4) Equipping Parents

- Develops and implements a plan for on-going parent training and encouragement
- Expands ministry strategies that help parents and families at every life stage of their 7<sup>th</sup> through 12<sup>th</sup> grade students
- Develops channels of communication and resources that allow the parents to lead spiritually in their homes
- Equips and encourages parents and students privately on specific issues in their families

### 5) Staff Supervision

- Supervises a Student Ministries Administrative Assistant
- Participates in hiring, support, accountability and evaluation of staff reports

### 6) Pastoral Care and Leadership

- Provides "hands on" pastoral care for students and their families
- Participates in and provides occasional leadership for weekly staff chapel

### 7) Collaboration with Others

- Develops and partners with a Student Ministries Leadership Team to provide overall program vision that meets the needs of students and families
- Works collaboratively with Children's Ministry staff and leaders to align ministry scope and sequence
- Works collaboratively with Mission, College, Upward and Member Involvement staff and leaders to implement the mission and vision of Fremont
- Meets regularly with their supervisor for support and accountability
- Meets regularly with direct reports for support and accountability
- Participates in weekly Fremont staff meetings
- Participates in any Fremont Staff Retreats and Leadership Retreats

### 8) Communication with Others

- Organizes and plans strategic communication (written, video, social media, etc.) to clearly "tell the story" of what God is doing in Fremont's Ministries

- Communicates the activities of each ministry to the Session through the Executive Minister through timely completion and submission of a regular monthly Ministry Team Summary Report
- Coordinates with each ministry team leader what information is important for Session to know
- Communicates the priorities and desires of the Session regarding overall church vision and direction as well as direction for Student Ministries to the staff and ministry teams
- Brings any matters of concern from any of the respective ministry teams needing Session guidance or approval to the Session

#### 9) Administration

- Facilitates ministry and program planning for both Junior High and High School ministry
- Ensures that adequate communication occurs between church ministries, leaders and families
- Reviews ministry priorities on a regular basis and seeks to address areas of weakness in each ministry
- Recommends budget and regularly reviews spending vs. budget for all student ministries

### QUALIFICATIONS

#### Proficiency and experience in

- Biblical teaching of students
- Leading and developing leaders
- Recruiting, training, and equipping volunteer leaders
- Knowledge of the developmental stages of teens
- Collaborating with a team
- Creating safe and fun environments for students
- Strategic planning
- Budget management
- Equipping parents
- Supporting parents and/or teens in crisis situations

#### Personal Characteristics

- Passionate about Christ, possessing a deep, growing relationship with Jesus with a servant attitude
- Maintains a well-balanced personal lifestyle—a model of the gospel
- Authentic, humble, genuine, honest, approachable, and relational
- Enjoys collaborative ministry and thrives in a team setting
- Has credibility with parents and is knowledgeable about the challenges they face
- Brings fresh thinking to current strategies with students and parents

### EVALUATION

This position is evaluated by the Executive Minister in conjunction with the Personnel Committee.