

## **Four Mile Church Position Description**

**Job Title: Director of Children's & Student Ministries, Full Time**

**Reports to: Assistant Pastor**

**Revision Date: March 2018**

Four Mile Church is a vibrant, ECO church located in Beaver, PA. Although Four Mile recently celebrated its 200<sup>th</sup> year of existence, we are a forward-focused church with an emphasis on reaching young families and future generations with the life changing gospel of Jesus, which drives us to find effective ways to fulfill our mission to *help people take their next step toward God*. Our church community places a high value on helping next generations know and experience God in life-transforming ways through creatively presenting Biblical truth and reaching those who do not know Christ. We are currently seeking to assemble the ministry team that will help lead this community of Christ followers into the future. If you love the church and want to help lead children and students into a lifetime of following Jesus you can learn more about us at <http://www.fourmile.org>.

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### **Primary Position Description:**

- Provide strategic leadership and vision for Children's and Student Ministry, birth through grade 12, resulting in transformed lives and an enduring faithfulness in following Christ.
- Fashion and implement overall discipleship strategy (cradle to college) in keeping with Four Mile 3-C spiritual growth strategy (Celebrate, Connect and Contribute).
- Lead and organize effective programs implementing fellowship, worship, biblical teaching, discipleship and evangelism, as well as ministry and mission opportunities.

### **Essential Functions:**

- Provide a comprehensive and progressive plan of evangelism and discipleship.
- Work with volunteers to ensure high retention rate of students transitioning between ministry groups and life stages
- Supervise, disciple and oversee interns and volunteers within the ministry.
- Responsible for youth and student programming, curriculum
- Management of youth and student ministry budgets
- Build relationships and build into parents of children and teens
- Attend and participate in staff meetings and leader trainings as required
- Perform all required administrative functions related to job responsibilities.
- Sign and keep the Worker's Covenant.
- Other responsibilities as assigned by direct supervisor.

### **Children's Ministry: Birth – Grade 6**

- Coordinate all aspects of Sunday morning children's ministry including programing and curriculum.
- Plan, develop and execute special events for purposes of outreach, connection and family building.
  - Involve preschool director, childcare director, director of connections and other staff as appropriate.
- Recruit, develop and deploy leaders and volunteers to accomplish ministry objectives.
- Explore and develop opportunities for connection with families and children in our Preschool and Childcare programs.

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### **Student Ministry: Grades 7-12**

- Coordinate all aspects of Sunday morning and Wednesday evening worship and study.
- Plan, develop and execute special events, including, but not limited to KidzBlast, Mission Trips, fundraising events, and retreats.
- Build relationships and provide counsel with students and parents.
- Plan, develop, recruit, and lead volunteers and student leaders for outreach events and service projects designed to give kids the opportunity to regularly Celebrate, Connect and Contribute in accordance with Four Mile's "3C" Mission.
- Work with local college to incorporate interns into Four Mile ministries.

### **Position Criteria:**

- Self-motivated leader who is capable of creating and executing a long-term vision for Four Mile's children's and student ministries
- Maintains open, clear and constant communication with all staff and church leaders
- Maintains a consistent and effective prayer life
- Maintains a growing personal, professional and spiritual life
- Ability to recruit, develop, deploy and disciple new leaders and teams
- Functions as a positive team player

### **Basic Qualifications:**

- Proven track record in ability to recruit, train and deploy volunteers and leaders in effective ministry growth and execution.
- Bachelor's Degree desired but not necessary
- Must have or get all necessary clearances and background checks to work with children.
- Minimum of 3 years of experience in children/student ministry or related field
- Excellent written and verbal communication, media skills and leadership abilities

### **Required Competencies**

- Team Player
- Organizing/Planning
- Priority Setting
- Problem Solving
- Interpersonal Savvy
- Managing Vision and Purpose
- Motivating Others
- Directing Others
- Creativity and Initiative Taking

**Send resume to [martin@fourmile.org](mailto:martin@fourmile.org)**

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