

## Student Minister Job Description

**Job Title:** Student Minister

**Reports to:** Senior Minister

**Position Status:** Full-Time Regular (approximately 40 hours)—Exempt.

**Purpose:** The role of the Student Minister is to assist the Senior Minister in overseeing the ministry and outreach to elementary school, middle School, and secondary school students.

### Essential Skills

1. **Interpersonal Relationship Skills:** ability to relate and work in harmony with others
2. **Equipping Skills:** ability to train, develop, and disciple people for ministry.
3. **Christian Living Skills:** ability to be a testimony of personal holiness.
4. **Biblical Skills:** ability to study, interpret, defend, and apply truths to contemporary life.
5. **Teaching Skills:** ability to engage students with a variety of instructional strategies.
6. **Decision-Making Skills:** ability to decide after careful evaluation of alternatives.
7. **Organization Skills:** ability to effectively structure facilities, programs, people, and tasks.
8. **Motivational Skill:** ability to initiate programs and influence assumptions of responsibilities.
9. **Planning Skills:** ability to set long range, intermediate, and short-term goals.

### Key Responsibilities

1. **Focused work in student ministry:** In accountability to the Senior Minister, the Student Minister will develop ministry and outreach to elementary school, middle school, and secondary school students. Responsibilities include:
  - a. Developing goals and objectives for student ministry area in line with the Cornerstone's strategic plan.
  - b. Assessing ministry needs and developing programs and activities to meet those needs.
  - c. Serving as a motivating, inspiring, and engaging teacher to our students on a regular/weekly basis as part of a larger plan for the spiritual development of our students.
  - d. Leading or developing a student ministry worship program.
  - e. Developing a climate for students that is safe, supportive, and cultivates spiritual growth.
  - f. Addressing specific personal and spiritual needs of students as they arise through one-on-one or small group meetings, hospital visits, or other connections appropriate to the circumstances.

## **2. Volunteer Recruitment, Supervision, and Development**

- a. Identifying volunteer resources and needs.
- b. Developing lay leaders who can love and lead our students effectively one-on-one and in small groups.
- c. Oversee, plan, and implement volunteer recruitment, training, and development.
- d. Serve as manager by conducting performance evaluations, providing ongoing informal performance feedback, and reporting to the Senior Minister regarding ministry activity and performance.

## **3. Administration:** The Student Minister will strengthen the programs and activities with young people through:

- a. Development of short and long-term goals and plans for the ministry.
- b. Development, selection, and evaluation of Curriculum.
- c. Development and implementation of an annual calendar of activities and programs that are inclusive and promote relationship development and discipleship at levels appropriate to the group.
- d. Development and management of the annual budget for Student Ministries.
- e. Responsiveness to communication demands which arise through personal interaction, email, and telephone contacts.
- f. Develop relationships with schools, churches, and para-church organizations that support our efforts to reach students in the church and the community (e.g. Fellowship of Christian Athletes, etc).

## **4. General Ministry Activities:**

- a. Assist Senior Minister in pastoral care and counseling.
- b. Keep a regular preaching schedule in association with the Senior Minister (at least 4 times per year on Sunday Mornings).
- c. Participate in community activities and outreach (e.g. Cornerstone food pantry, etc.).
- d. Pray for the church, church leaders, and volunteers.
- e. Commit to setting apart a daily time for Bible reading, scripture meditation, and prayer.

## **5. Evaluation and Compensation:**

- a. The Student Minister will adhere to the guidelines established in the Cornerstone Employment Manual.
- b. The Student Minister will attend weekly staff meetings in which a report of weekly ministry accomplishments, activities, and needs will be discussed.
- c. The Student minister will attend monthly Leadership Team meetings in which a report of weekly ministry accomplishments, activities, and needs will be discussed.
- d. The Senior Minister will conduct annually a performance evaluation.
- e. The Board of Elders will meet annually for a review of compensation package in light of the findings of the annual performance evaluation.