

CARMEL BAPTIST CHURCH

Position Description

Student Discipleship Minister

Ministry Area: Generations Ministry

Reports To: Student Pastor

Supervises: n/a **FLSA:** Exempt

SUMMARY OF THE BASIC FUNCTION

Support all aspects of the Student Ministry (7th – 12th grade) and assist Pre-Teen Ministry (6th Grade) of the church by assisting the Student Pastor in the development and implementation of Carmel Baptist Church's strategies and programs. Lead ministry to girls and their families. Develop, lead, and shepherd home-based ministry, while also supporting the other programs and events within the Student Ministry.

GENERAL QUALIFICATIONS

Knowledge: College degree, or at least 5 years of experience in student ministry leadership, strongly preferred. Must have a working knowledge of Christian education and student discipleship strategies. Must understand how students learn and grow spiritually. Should be exposed to the current trends and developments in student ministry and have an intimate knowledge of the Scripture and its application.

Experience: Two years of student ministry experience is desired.

Physical Demands/Work Environment: Must be a female for one-on-one relationships and mentoring with girls. Vision, hearing, and speech are essential to effectively preach and teach. Must be able to sit at a desk at least 50% of the time. Must be able to lift 25 pounds. Must be able to ambulate from one end of the campus to the other. A valid driver's license is required to drive personal vehicle when necessary.

Mental Requirement: Attention to detail and mental concentration are necessary for performing tasks, meeting deadlines and tolerating frequent disruptions. The ability to deal with stressful situations is necessary.

Skills:

- Shepherd's heart
- Leads and trains leaders
- Team player
- Builds consensus
- Good communicator including written and oral skills
- Creative
- Can bring balance to worship, ministry, fellowship, evangelism, and discipleship
- Awareness of current trends in culture
- Highly relational
- Able to cast vision
- Understands budget processes

SCOPE OF AUTHORITY

Is responsible for shepherding and teaching girls, as well as ministering to their families within the Student Ministry. Assist Student Pastor in developing a vision for the ministry, planning large group gatherings, developing and training leaders, equipping parents, and any other facet of the Student Ministry.

ESSENTIAL FUNCTIONS

Girls Ministry

- Develop vision and leadership for all aspects of girls related ministry.
- Develop and lead girls small group Bible studies based on felt needs.
- Oversee curriculum for biblical womanhood and girls related content. (Milestone 5)
- Intentionally disciple girls one-on-one.
- Shepherd families of girls through our discipleship strategies.
- Lead break-out classes related to girls ministry and gifting for special church-wide conferences.
- Develop intentional relationships with parents of girls.
- Develop intentional resources and relationship building opportunities for Moms/Daughters and Dads/Daughters.
- Assist in developing tools and equipping parents in their role as the primary disciple-maker specifically related to girls.
- Inform and guide choices of girls dress and social media use.
- Assist with Student FirstStep Class to connect girls and parents to student ministry programming.

- Assist in planning, preparation, programming, teaching and leading weekend retreats, camps, mission trips, and special events.
- Assist in development and delivery of Discipleship Community content as needed.
- Assist in the development and management of small groups.
- Assist in up-front teaching as needed for regular programming and special events.
- Equip, develop, and encourage female adult and student leaders to lead within the ministry.
- Recruit new leaders and assist in providing ongoing training.

Home-Based Ministry (NAV)

- Plan, develop, and organize all aspects of home-based ministry (NAV).
- Organize content that coordinates with the overall goals of student ministry and Carmel.
- Work with host homes to create a fun and welcoming atmosphere.
- Equip, develop, and encourage leadership teams.
- Plan and give direction for activity ideas as needed.
- Rotate to a different home each week.

Ministry Transition

- Oversee the transitions related within student ministry from 6th grade - young adult.
- Intentional investment of presence into 6th grade ministry via teaching, equipping parents, and relationships.
- Participate in Girls Preteen Retreat and Kidz Camps.

Ongoing Ministry

- Teach as needed within student worship services coordinating with the overall goals of student ministry and Carmel.
- Organize, lead, and equip leaders and students for Carmel Serve and mission trip initiatives.
- Assist in the development and implementation of Sunday morning strategies.
- Assist in managing social media, website, pictures, and video for student ministry as needed.
- Develop promotional content as needed.
- Assist in assigning duties and spiritual investment for our student ministry interns.

Administration, Preparation, Prayer

- Participate in ministerial, generations, and student staff meetings.
- Pray for and make contacts with students, parents, ministry leaders, etc.
- Perform other duties as assigned.