**STUDENT AND FAMILY MINISTER/DIRECTOR**

**Job Description**

**PRINCIPLE FUNCTION:**

In consultation with the pastoral and ministerial staff, the Student and Family Minister/Director will provide vision, oversight, and direction of a comprehensive program for Christian growth of children and youth ages birth through 12th grade. The position will work with and disciple families to Christ, creating disciples of the next generation. The Student and Family Minister/Director will oversee the Children’s Ministry Coordinator, lead the Middle and High School Ministry, and connect with young families by helping them integrate and become involved in the life and mission of First Baptist Church of Dallas, GA.

**RESPONSIBILITIES:**

1. **Plan, organize, and lead the ministries spanning birth through 12th grade.**
   1. In cooperation with the Pastor to organize and plan the structure and flow of the discipleship for the stages of life children develop spiritually.
   2. Provide overall vision and leadership to children, students, and young families that will encourage spiritual growth and integration into the church.
   3. Develop a culture that mobilizes children, students, and families to reach those who are not yet connected to the church.
   4. Develop and implement a comprehensive ministry plan that helps encourage the next generation to take the next steps on their spiritual journey.
   5. Build volunteer teams to help foster relationships with the next generation.
   6. Partner with parents in strategic ways that encourages and assists them to provide strong spiritual guidance and direction for their children.
   7. Lead, manage, and mentor the Children’s Ministry Coordinator.
2. **Administer the children and student ministry program effectively.**
   1. Attend staff and program meetings to provide professional guidance and assist in planning to ensure a high-quality ministry program.
   2. Lead the enlistment, training, and support of student leaders, parents, and volunteers.
3. Work with children and youth committees in the promotion, planning, and implementation of activities, coordinating curriculum and events.
4. Prepare and administer student budgets and designated accounts according to church policies.
5. Oversee/lead ongoing weekly student activities, including Sunday School and activities on Wednesday evenings.
6. Provide, lead, and administer opportunities for special experiences such as camps, retreats, mission trips, outings, fellowships, and ministry projects.
7. Engage students outside of church by finding ways to spend time with them, such as, attending extracurricular activities (band concerts, quiz bowl, sports events etc.) whenever possible.
8. Set annual student ministry goals.
9. Oversee background check procedure and child protection policy procedures in accordance with church policy.
10. Coordinate with office manager to secure calendar dates and reserve facilities for all children and youth activities.
11. Other duties as assigned by the Pastor or the Executive Council.
12. **Continue to grow professionally as a leader and minister.**
    1. Remain abreast of current developments in children and youth ministry by maintaining contact with other churches and professional groups.
    2. Be active in professional development through continuing education, reading current literature, and participating in professional organizations.

**QUALIFICATIONS:**

1. **Personal**
2. Firm personal commitment to Jesus Christ as Lord and Savior.
3. Strong leadership, organizational, administrative, and motivational skills
4. **Professional**
5. Has expressed and demonstrated a call to ministry to students (birth-12th grades) and families.
6. Experience in the area of children, youth and/or family ministry (2-5 years preferred)
7. Prefer the applicant to have a bachelor’s degree, however experience in related ministry may be substituted.
8. Ability to connect relationally with parents and children
9. Ability and willingness to live in and develop community relationships locally in accordance with our church vision.
10. A passion to create an environment for spiritual growth in children, youth and their families
11. Strong abilities and experience in equipping leaders and working with teams
12. Proven ability to develop and implement strategy
13. A willingness and ability to pioneer new things and inspire others to new initiatives
14. Good teaching ability and communication skills
15. Ability to make a creative contribution to the total church program.
16. Ministerial concern for all persons connected with children and youth ministries.
17. Ability to work effectively with a wide variety of people of all ages.