

GOOD SHEPHERD LUTHERAN CHURCH

POSITION TITLE: HIGH SCHOOL MINISTRY LEADER

REPORTS TO: FAMILY LIFE MINISTRY DIRECTOR

HOURS: FULL-TIME, 40 HRS/WK INCLUDING SUNDAY EVENINGS, SOME WEEKNIGHTS AND WEEKENDS AS NEEDED

FLSA OVERTIME STATUS: EXEMPT

MISSION: Employees of Good Shepherd Church support the church's mission statement through our position responsibilities. We each are committed to *Inviting everyone to walk together in the calling of Christ for a life of eternal impact.*

PURPOSE: This position exists to oversee the 9th to 12th grade ministry at Good Shepherd Church. This includes a weekly large group ministry, retreats, mission trips and special events, in addition to relational investment with students, their families, and the leaders of the ministry. The High School Ministry Leader helps develop a volunteer/servant team that collaborates to create relevant evangelism, discipleship, fellowship, service, and worship experiences that engage students and families to grow their relationship with Jesus Christ.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The position's duties and responsibilities include, but are not limited to:

- Collaborate with the Family Life Ministry Director to develop and execute the high school ministry plan as it relates to the mission, vision, and core values of the church
- Provide opportunities for high school students to grow as disciples in Christ as they study, serve, worship, pray, and share their faith with others
- Prepare and present scripture-based lesson plans that are applicable for high school students
- In partnership with adult leaders, invest in the lives of students in order to provide care, encourage spiritual growth, and assist students in discovering their unique giftedness and purpose
- Recruit, train, mentor, and equip volunteer leaders for student ministry programs, retreats, mission trips, and service projects
- Design weekly large group/small group activities including curriculum, activities, snacks, leaders, and program evaluation
- Connect individually with students and families to build relationships and provide resources for growing holistically in faith
- Coordinate, plan, and communicate all components of the Confirmation process leading up to the annual Affirmation of Baptism for students. This includes coordinating teaching with pastors, developing student to leader mentorship, planning an overnight retreat, and preparing the Affirmation of Baptism service
- Plan and implement retreats, special events, service opportunities, and an annual mission trip
- Attend conferences, continuing education, and networking opportunities in order to stay current and keep creative in meeting the needs of students within the church and in the community
- Develop a strategic digital ministry plan to reach and disciple high school students
- Serve as a liaison between the church and other community organizations, people, and resources that relate to students and student ministries
- In collaboration with the Family Life Ministry Director, prepare and manage the High School Ministry budget.
- Show good stewardship in use of allocated funds and of the facilities
- Lead and attend various meetings including parent meetings, staff meetings, and leadership development opportunities
- Work collaboratively with all staff in order to schedule, plan, advertise, and communicate events and facility needs

KNOWLEDGE, SKILLS, AND ABILITIES: Growing personal relationship with Jesus Christ and passion to share the Gospel; understanding and commitment to the mission and measures of Good Shepherd Lutheran Church; knowledge of scripture in order to prepare Biblical and relevant curriculum for all aspects of ministry; knowledge of the current practices and trends in student and youth ministries. Skill in recruiting, leading, and developing teams; skill in communicating clearly in person and via other methods; skill in planning, organizing, and managing logistics for activities and events. Ability to engage, connect, and maintain effective relationships with students and families; ability to lead efficient and productive meetings; ability to learn and work with software programs such as Microsoft Office, Planning Center, and Realm; ability to identify resources and refer individuals for counseling and other resources as necessary; ability to commit to worship and serve with the Good Shepherd Lutheran Church community.

EDUCATION AND EXPERIENCE: Bachelor's degree in related field or three to five years' experience working with High School-

aged students or in student ministries, or equivalent combination of education and experience.

PHYSICAL REQUIREMENTS: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position requires exerting up to 20 pounds of force occasionally to lift, carry, push, pull or otherwise move objects.

WORK ENVIRONMENT: Position is typically office or administrative work with extensive public contact and occasionally is exposed to outdoor settings and adverse weather conditions.

ADDITIONAL REQUIREMENTS INCLUDING CERTIFICATES, LICENSES, REGISTRATIONS: Ability to pass pre-employment background screening and drug testing. Ability to maintain First Aid certification. Ability to maintain certification in Mental Health First Aid.