

## **Director of Student Ministries**

Mount Tabor United Methodist Church, Inc.  
3543 Robinhood Rd., Winston-Salem, NC 27106

### **Job Description**

Mount Tabor UMC Student Ministries is designed to create an atmosphere for students to collide with the living Jesus. We want to connect students with each other in such a meaningful way that it changes the quality of their lives. Our goal is life long discipleship and we believe discipleship is fostered when students hang out, serve and grow in faith together. Our strategy is to meet students where they are, build healthy relationships and earn the right to share the gospel.

### **Primary Purpose:**

1. Oversees the communication and promotion of Student Ministry activities, meetings, events and trips, as well as the ministry's program structure, volunteer guidelines/requirements and general vision of the youth ministry leadership team.
2. Oversees the overall organization, planning, coordinating, and development of all youth ministries (grades 6-12) including training of the leadership personnel in those programs.
3. Builds relational influence with students, both at Mount Tabor UMC and in the community.
4. Recruits, equips, supervises and deploys volunteer leaders to impact the lives of students...a leader of leaders.

### **Areas of Responsibility:**

1. Foster relationships with parents to build Christ centered relationships with students.
2. Build networks with community organizations and people to connect the congregation with the community for a strong program and to identify new ministry opportunities.
3. Enthusiastically communicate student opportunities using a variety of methods.
4. Establish measurable goals, focus points and ministry milestones for the faith development of students.
5. Serve as an advocate and educational resource to the needs and gifts of students to all staff and volunteers.
6. Research, review and oversee the selection of curriculum ensuring it meets the needs of students and families.
7. Be knowledgeable of the congregation's overall goals and how they are achieved through the Student Ministries.
8. Work with others to plan and carry out ministry with families in a varied and wide-ranging program that includes worship, study, fellowship, and service opportunities.
9. Adequately equip leaders that they may teach in a manner that is consistent with the mission and teachings of our faith.
10. Manage staff as appropriate.

11. Ensure that all volunteer lay leaders involved in Student Ministries are in compliance with the MTUMC Safe Sanctuaries Policy, including background checks and on-line training.
12. Responsible for the management of all medical and parent release forms for various activities, and other important documents related to these ministries and those involved.
13. Annually assess the effectiveness of programs within the Student Ministries and make recommendations and revisions as required.
14. Participate in staff meetings, leadership meetings and in the general life of the church.
15. Collaborate with other staff members to complement Student Ministries with all other areas of church.

### **Positional Requirements:**

1. Passionate pursuit of Jesus in your personal walk, in order to work out of your overflow not your emptiness.
2. Positive, humble, and a life-long learner.
3. View position as an extension of ministry in service to God and be supportive of our church's goals, mission and ministries.
4. Bachelor's Degree in a related field or equivalent experience.
5. Five years of experience supervising and/or directing a successful youth ministry preferred.
6. Good understanding of the United Methodist Church, its polity, history and beliefs.

### **Competencies and Critical Success Factors:**

1. Be a faithful servant of Jesus Christ and scripturally sound.
2. Self-motivated, optimistic and enthusiastic with strong leadership, team building and resolution skills.
3. Ability to attract a strong volunteer team of parents and Youth.
4. Proficient use of a Mac or PC, Microsoft Office Products, and Planning Center Online. Knowledge of Adobe Suite a plus.
5. Effectively use every safe way to communicate with students and parents.
6. Create, manage and administer the budget(s) related to Student Ministries.
7. Conduct all business with integrity, confidentiality and in a professional manner in keeping with standard business practices.

### **Accountability**

This is a full-time salaried position (40 hours per week) that reports to the Senior Pastor and Staff Parish Relations Committee.

## **SALARY/BENEFITS PACKAGE**

### **Salary & Hours**

- Salary range of \$45,000 to \$53,000 commensurate with experience and education.
- Full time salaried position (40 hours per week).

### **Other Benefits**

- 8 paid holidays
- 10 Sick/Personal Days Annually
- Annual Paid Vacation
  - 2 weeks (10 workdays) for 1-5 years of service (prorated during first year of employment based upon hire date)
  - 3 weeks (15 workdays) for 6-10 years of service
  - 4 weeks (20 workdays) for 11+ years of service

### **Supplemental Income**

- A Supplemental Income payment of \$5,513 annually is paid at a rate of 1/12 monthly to be used at the employee's discretion.
- This benefit will begin upon employment

### **Pension Plan**

- A 6% contribution is provided by the church.
- The employee may contribute additional funds if they choose.
- This benefit begins the first of the month after completion of 90 days of employment.

**Please Note: The church will run a criminal and background check as well as require a drug test prior to employment.**

## **APPLICATION PROCESS AND PROCEDURES**

**Full job description, details and a Mount Tabor Job Application are located at:**

<https://www.mttaborumc.org/employment-opportunities>

The job application can be downloaded, completed, and saved as an attachment for email. **We also require your resume.** Email attachments should include first and last name in any file name you create.

### **Email application package to:**

Deborah Keaton, for Staff Parish Relations Search Committee

Email: [deborah.keaton@mttaborumc.org](mailto:deborah.keaton@mttaborumc.org)

Contact Deborah Keaton 336-817-8830 with any questions about the application process.

**Application Packages now being accepted and the posting will remain open until filled.**