



## Rolling Hills Job Description

<b>Title:</b>	<b>Student Ministry Associate Pastor</b>
<b>Reports To:</b>	Student Ministry Pastor
<b>Date:</b>	09/27/2022

### Staff Culture Values

- **Spiritually Growing** – Practicing self care, regular time in the word, sabbath keeping, prayer, listening and growing in trust in God, grace filled and transparency by being known in community.
- **Alignment** –Active member of the church and able to operate and not teach against our essential and non-essential doctrine as well as to support and contribute to our mission, vision and goals and execution. Must also be able to align to our staff covenant and culture.
- **Integrity and Character** – Should be servant minded, accountable, trustworthy, dependable, self aware and humble.
- **Effectiveness** – Successful execution of job responsibilities, Teachable/Growth mindset: self, others, ministry. Leadership Development of Volunteers owning/leading ministry. Good work ethic, takes Initiative and uses critical thinking. Perseveres through adversity and has adaptability
- **Team Player** –Has strong conflict resolution and is relational. Embraces synergy by working together collaboratively with staff and volunteers. Values team unity.

### Position Purpose

To provide pastoral support to the Student Ministry Pastor, volunteer staff, and church families by developing a communication strategy for students and through providing logistical support for regular programming and special events. To help direct teams and events to foster a sense of belonging for as well help with the shepherding of students and families within the Middle School and High School Ministries. To align with the mission of RHCC to help build a foundation where students are equipped to think, love and live like Jesus. To lead under the direction of the Student Ministry Pastor. To collaborate within the entire pastoral Student Ministries team and Kids/Students Coordinator.

### Hours and Salary:

- 25 hours a week
- This position does not include benefits
- Salary is commensurate with experience

### Essential Roles & Responsibilities

#### Student Ministry Programming Support: (50%)

- Support, lead, or facilitate volunteer teams for weekly Student Ministry Gatherings.
- Communicate weekly with High School and Middle School Pastors to evaluate past student ministries events and receive guidance and direction for upcoming gatherings.
- In cooperation with the Student Ministries team: develop creative programming for special events to foster community with current students and bring in new students.
- Provide logistical support for large events like summer camps and retreats

- Provide discipleship, shepherding, and care for students and their families through regular programming

### **Student Ministries Communication: (20%)**

- Develop and implement a strategy for communicating with parents and students
- Identify problem spots in our communication channels and offer solutions
- Maintain and oversee communication and marketing for student ministries

### **Students Ministry Oversight: (20%)**

- Interface weekly with High School and Middle School Pastors to evaluate and help implement what is needed for the Sunday gatherings, events and summer programs.
- Periodically teaching for Middle School and High School Sunday Gatherings
- Discipling and Shepherding small groups or individual students as part of the overall student ministries pastoral team
- Set up and tear down for Middle School and High School gatherings, programs and events.
- Pursuing, helping, and engaging with young adult involvement within the ministry.

### **Leadership (10%)**

- Modeling the priority of attending the main gathering at RHCC.
- Be personally involved in making disciples who in turn help others to become disciples.
- Being an active participant in the areas in which RHCC is going after each year, and helping volunteers to be a part of this vision/battle.
- Actively learning and growing personally to be a better support and shepherd to students, parents and volunteers.
- Collaborating and partnering with various ministries to help create pathways for people to belong at RH.
- Actively being a part of leadership development.

### **Personal Qualities**

- Spiritual Maturity (Gal 5:22-23)
- Confidence, tact and a professional demeanor
- Committed to building accountable relationships in learning to think, love and live like Jesus Christ
- Committed to Self-Care. Intentionally invest time and energy into your soul, friendships, recreation, body and limitations
- Seeks to improve personally and professionally and maintains a teachable attitude
- A leader with a servant's heart who desires people to discover and grow in their faith and relationship with Jesus Christ
- High emotional intelligence
- High wisdom

## **Knowledge/Skills/Experience**

- Associates Degree or Bachelor's Degree preferred
- Track record of exceptional communications skills
- Ability to lead and manage projects or events
- Proficient in grasping biblical and theological concepts
- Strong leadership skills including conflict resolution, vision casting and driving to achieve results, maintaining direct report and employee accountability, and being the change agent to align Students Ministry to RHCC strategic goals and vision
- Excellent team building through effective collaboration and communication with other individuals and work groups
- Excellent relational, interpersonal, problem-solving and rapport-building skills
- Excellent self-management skills; able to lead teams or work independently depending on the need
- Proficient with the Apple/Mac operating system and application suite (Pages, Numbers, Keynote, Mail, Safari, Contacts, Calendar) and the Google Enterprise Suite
- Adapts effectively to changing priorities and performs effectively in pressure situations

## **Physical/Mental Abilities**

- Excellent written and verbal communication skills
- Ability to multi-task working with multiple projects, ministry teams and people at one time
- Ability to function effectively in ambiguous environment
- Excellent reasoning skills
- Excellent analytical skills
- Excellent decision-making skills
- Excellent human interaction skills
- Effective presentation and facilitation skills
- Ability to analyze historical data and project future actions or outcomes
- Ability to maintain productivity under significant pressure of daily and diverse deadlines
- Must be able to travel within region to perform job duties as well as periodic out of state travel
- Ability to handle extended exposure to sound pressure levels between 75-95 decibels
- Ability to carry the weight of an amp
- Ability to stand for up to 3 hours
- Ability to use computer for up to 8 hours
- Ability to sit for up to 8 hours