COVENANT LIFE CHURCH

Job Description – Director of Middle School Ministry

This part-time position is responsible for providing vision, leadership, recruiting, equipping, teaching, structure and oversight to CLC's Middle School Ministry (6th – 8th grade).

The success of the ministry is predicated on having a core of committed, passionate, equipped volunteer leaders. The Director of Middle School Ministry will discern and develop a plan that aligns with the overall mission, vision, values, and strategy of CLC.

Compensation:
TBD based on background and qualifications

Reports To:
Executive Pastor

Responsibilities:

1. Work to develop the Middle School Ministry vision, direction and goals, aligned with and in support of the overall mission and vision of Covenant Life Church.
2. Collaborate with the Director of Children's Ministry, and the Director of High School Ministry, to establish a Pre-K through 12th grade discipleship "pipeline," and to define and implement ideal "handoffs" for students exiting 5th grade and entering into 6th grade.
3. Help bring students into the fullness of the Christian life, with an emphasis on gathering, growing, going and giving.
4. Discipleship – Create an environment where you and your leaders are regularly being mentored, and are mentoring others (disciples making disciples).
5. Administration – Oversee the Middle School Ministry with attention to detail, including managing to the approved budget, providing updates to staff, leadership and volunteers, etc.
6. Event Planning - Provide opportunities and an environment where our volunteer leaders can build genuine relationships with and exemplify Christ to students.
7. Conflict Resolution – Per the principles in Matthew 18, address issues quickly and biblically.
8. Team Building - support and encourage volunteers; provide a team atmosphere in which to serve.
9. Communication - communicate with parents and guardians a clear idea of what their students are experiencing; assist them in spiritually training their child.
10. Character – Strive to walk a Christ-like path; model Christ in thought, words and actions.
11. Oversee curriculum for Middle School ministry.
12. Prepare, coordinate and lead short-term mission and outreach projects for students.
13. Oversee and coordinate the "I Believe" process that leads students to make a public profession.
14. Ensure that all volunteers adhere to the Child Protection Policies.
15. Attend Staff Meetings and perform other duties/functions as assigned.

Job Skills and Requirements:

1. In agreement with and committed to the Mission, Vision, and Core Values of CLC.
2. Actively worshipping and involved at CLC.
3. A personal commitment to the Lordship of Jesus Christ in every area of his/her life.
4. Dedicated to reaching people for Christ.
5. A natural love and passion for shepherding, teaching, and loving students.
6. Strong interpersonal skills; an ability to work well with other staff members, volunteers, and parents and guardians.
7. Excellent organizational and follow-through skills.
8. Strong communication skills.