



## Student Ministry Associate – Job Description

[Church of the Saviour](#) is a nondenominational Christ-centered church of approximately 1,000 people in the Philadelphia suburb of Wayne, Pennsylvania. We are called by Jesus Christ to engage our community and beyond to the glory of God. We take the Great Commission and the Great Commandment seriously and generously support local outreach and global missions. We have personally experienced the Good News of Jesus Christ and now count it a privilege and responsibility to be ministers of reconciliation to a lost and hurting world. We depend on the Holy Spirit to enable and empower us to fulfill God's plan for our lives and our church. We are certain that Christ is supreme in all things, and we are most fully alive and fulfilled when most fully glorifying Him.

The Student Ministry Associate will provide spiritual leadership to teens by reflecting personally, and expressing relationally, God's love in a dynamic, caring, Bible-based student ministry setting. This position will also work closely with parents, student ministry volunteers, and student leaders to create a welcoming environment where young people will thrive and grow spiritually. As a member of church staff, the Student Ministry Associate will work alongside fellow staff members to pursue the church's vision, in keeping with our mission, discipleship process, culture, and values.

The Student Ministry Associate is responsible to work alongside the Student Ministry Director to lead, develop, and implement a middle school (grades 6 to 8), and high school (grades 9 to 12) ministry that purposely guides all students toward a growing relationship with Jesus Christ. He or she will co-shepherd volunteers, student leaders, and students involved in the ministry.

This Student Ministry Associate position supports and works closely with the Student Ministry Director and reports directly to the Next Gen/College Pastor. This ministry position is full-time, exempt, requires 45 to 55 hours per week, and will include but is not limited to the following essential job functions in conjunction with the Student Ministry Director:

### Primary Responsibilities

- **Shepherd students in grades 6 to 12, in the context of the COS's stated mission (*To glorify God by making disciples of Jesus Christ in Wayne and beyond*) and alignment with the church-wide discipleship process to Love God, Love Others, & Serve the World.**
  - Execute a ministry that moves students through a discipleship process of Come & See, Come & Grow, Come & Serve, and Come & Lead with an eye to raising up multiplying disciple-makers
  - Plan and lead weekly Sunday and mid-week meetings, mission trips, retreats, student service opportunities, and other special events
  - Provide regular opportunities for fellowship, discipleship, and mentorship for students in small groups and equip and unleash others to do the same
  - Prepare and teach gospel-centered lessons to a diverse audience that are biblical and relevant
  - Share the gospel with students who do not know Jesus—model this to all as a life-passion and equip and unleash others to do the same
  - Raise up student leaders within the ministry
- **Provide leadership for the Student Ministry Team (SMT) of adult volunteers who work with youth**
  - Recruit, connect with, develop/coach/train, and care for servant leaders
  - Plan and lead regular SMT and student leader planning and developing gatherings. We put a high priority on training our volunteer and student leaders!
  - Conduct background checks on all individuals working with students

- **Minister to families who have teenagers in conjunction with our Family Pastor**
  - Invest in Christian parents who bear the primary responsibility of discipling their children – the local church plays an important but secondary role in that process; thus, we train parents!
  - Build relationships with parents
  - Provide parenting resources and direction to families
  - Seek education and training on issues affecting modern day teenagers
- **Minister to the local community and beyond**
  - Build relationships in the community
  - Partner with key people in Wayne and the surrounding communities (e.g., school officials, coaches, etc.)
- **Communicate and Coordinate**
  - Communicate regularly with parents, students, and SMT volunteers via weekly email, webpage, and social media, etc. as needed
  - Work closely with staff and volunteers to ensure that the student ministry is complementing and not competing with other ministries
  - Develop long-range plans and goals and coordinate routine administrative details
  - Oversee the Student Ministry Budget
  - Delegate select tasks to ministry coordinators and volunteers as appropriate
  - Participate in hiring, shepherding, and developing summer interns
- **Partner with other church leaders and staff to create a humble, team-based environment committed to excellence which brings glory to God**
- **Perform other duties as needed**

### **Core Competencies and Values**

- A heart for God that is evidenced by proven character and a spiritual mindedness that understands that “apart from Christ we can do nothing”
- A heart for students to be transformed by the gospel of Jesus Christ
- A person of integrity, authenticity, and transparency—marked by humility, and a servant’s heart
- A Spirit-led believer, growing in personal sanctification and motivated to increase in fruitfulness
- A compassionate person who seeks to empathize and understand the hearts of others
- A servant whose love for the gospel and heart for the lost is evident to others
- Able to model, motivate, lead, and train others in Christian maturity
- Possesses the heart and gifts of a shepherd
- Eager to minister in the ever-diversifying suburban Philadelphia setting
- Collaborates well in groups: valuing people, affirming diverse gifts, and compromising appropriately
- Demonstrates commitment to the COS vision, mission, discipleship process, values, and team culture
- Passionate and consistent in going above and beyond expectations
- Is a leader of leaders – develops volunteers, lay leaders, and student leaders effectively
- Demonstrates humility in words and actions
- Works well with others; gives and receives feedback constructively and resolves conflict effectively
- Displays flexibility and adaptability; able to pivot quickly and flourish in an ever-changing environment
- Passion for reaching the nations and making this an integral part of the discipleship process

### **Qualifications**

- A clear profession of faith coupled with a consistent and close walk with the Jesus Christ which is evidenced by both spiritual and emotional maturity
- A positive attitude and professional demeanor
- A minimum 2 to 3 years of experience serving in student ministry
- Bachelor’s degree, required – M.Div. a plus
- Exceptional interpersonal skills and emotional intelligence
- Humble, hungry, and smart
- Strong communication and written skills
- A self-starter seeking ways for continuous improvement
- Proven experience moving the ministry needle through leading and developing team members and student leaders

- Demonstrated passion for sharing Christ with students with a proven ability to communicate biblically and relevantly with both churched and un-churched students
- Achieved healthy growth in previous ministry (i.e., spiritual and numerical)
- Proficiency with various media, including audio/video production, social media & multimedia
- Proficiency with MS Office 365
- Experience working in a multicultural environment, preferred
- Agreement with all aspects of [Church of the Saviour's Statement of Faith](#), including support without reservation the practice complementarianism and both paedo and credo baptism.
- An ability and readiness to be an active member of Church of the Saviour through things like community group participation and tithing

**Schedule:** Sunday to Thursday

**Average Hours/Week:** 45 to 55

**Status:** Full Time, Exempt

**Location:** Church of the Saviour – Wayne, PA

**Reports To:** Next Gen/College Pastor

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of employees. Church of the Saviour Leadership reserves the right to revise the position, its job functions, minimum qualifications, and other aspects of the position in any way at any time. For more information, please visit... <https://www.coswayne.org/employment>.

***Please send a resume, cover letter, and personal testimony to [cos@coswayne.org](mailto:cos@coswayne.org)***