

Job description

To apply for this position, email a resume and cover letter to Rev. Byron Vance, byron@huntsvillefirst.org.

Position Summary:

The Director of Student Ministries serves as part of the staff team to support the faith formation of students from 6th to 12th grade by overseeing all aspects of this area of ministry within the Huntsville First UMC congregation. This includes selecting, supervising, and training leaders; managing all curriculum, teaching, materials, and resources for faith formation; coordinating facility usage; budget management; and developing healthy relationships with the students. This position will collaborate closely with other age- level ministries to seamlessly integrate students into all facets of church life.

Primary Responsibilities include:

- Provide vision, direction, leadership and oversight for educational and fellowship programming for 6th to 12th grade students in a fun, open, and inviting setting.
- Create and evaluate new ministries while continuously improving existing ones to promote group building, hospitality, worship, discipleship, mission and outreach. Ongoing ministry may include but is not limited to Sunday School, small groups, fellowship gatherings, and weekly large group activities.
- Coordinate and direct special events such as Discovery Weekend, Mission Trips, Whitewater Rafting/Ski Trips, weekend retreats, and others.
- Coordinate Confirmation for students, including recruiting adult volunteers and communication and, along with the Senior Pastor, coordinating curriculum and scheduling.
- Maintain consistent and accurate records of all volunteers & students, including tracking their participation and attendance.
- Communicate and promote ministry opportunities within the broader congregation, as well as advocating for the hopes, concerns, and needs of students regarding their faith.
- Implement Safe Sanctuary policies and procedures in all areas of ministry.
- Plan and manage the budget for Student Ministries.
- Offer pastoral care and support to youth and their families.
- Invest in students relationally by celebrating their achievements and attending extracurricular activities such as sporting events, performances, etc.
- Serve as the Staff Lead for the Student Leadership Team process of evaluating the vision and goals of Student Ministry.
- Develop, empower, and support a team of adult volunteers who will guide students in all aspects of our ministries.

- Attend regular staff meetings, weekly age-level meetings, and other meetings as needed to communicate Youth Ministry needs to others on staff and in leadership.

Qualifications and Experience:

- Master's degree in Youth Ministry, Divinity, or Christian Education, preferred.
- Bachelor's degree with an understanding of human development, or equivalent experience.
- Minimum of five years relevant experience working directly with youth, preferred.
- Commitment to Jesus Christ and the desire and ability to foster faith development in others, particularly students and their families.
- Commitment to the theology and teachings of the United Methodist Church.
- Energetic leadership with strong relational skills with both youth and adults.
- Administrative and communication skills to manage a multi-faceted program in a large church setting.
- Excellent written and verbal communication skills, including online.
- Ability to pass a background check screening.

Work Schedule:

40 hours per week, requiring Sundays (morning and evening) and throughout the week for various meetings and collaborations. Otherwise, flexible schedule throughout the week to accommodate for relational ministry and special events needs, which may require evening and weekend hours.