

Student Ministry Coordinator

Overview:

The Student Ministry Coordinator, as part of the Student Ministry team, will collaborate in vision casting and discipling students through their life journey, and will offer support and coordination of strategies and initiatives for Student Ministry programs at Pathfinder Church.

Attributes:

- **Faith-filled.** Strong personal commitment to Jesus Christ.
- **Relational.** Takes a proactive approach to forming, developing, and investing in relationships with students in order to maximize the impact for Christ.
- **Planner.** Works in advance to make ministry happen in an organized, consistent way.
- **Teachable.** A learner, open to feedback and direction.
- **Organized.** Detail-oriented with strong organizational and time management skills.
- **Positive.** A proactive collaborator and team player.
- **Self-Starter.** Has a strong work ethic and seeks creative solutions to problems.

Responsibilities:

- Serves as an integral part of the Weekend and Next Generation Ministry team to smoothly transition students from one developmental stage to the next while accomplishing the goals of the church as they relate to the ministry at large.
- Collaborates as part of the Student Ministry team in:
 - Providing spiritual oversight and direction to students through strong relationship building.
 - Choosing engaging and relevant message and series themes.
 - Planning and organizing student events, retreats, service opportunities, and mission trips.
- Regularly attends CORE to build and maintain student and family relationships, track registrations, and assist in the implementation of Student Ministry strategies and initiatives. Occasionally attends Summit as needed.
- Provides logistical support for Student Ministry including:
 - Scheduling, publicity, and room reservations.
 - Managing registrations for regular programs, large events, Confirmation, and After Party.
 - Database management and integrity for Student Min. This includes tracking attendance for various events (CORE, Summit, After Party, Summer Sessions, Special Events, etc.), updating student/family information, and tracking students through the ministry.
 - Ensuring all Child Protection Policies and Procedures are followed and properly documented.



Qualifications and Educational Requirements:

- Previous experience working with middle and high school students.
- Previous experience and ability to plan and execute engaging events for middle and high school students.
- A bachelor's degree is preferred with previous experience with Microsoft Office and the aptitude to learn various databases and use them effectively.






Work Schedule:

Part time position working 25-28 hours a week with typical working days Tuesday from 8:00am-4:30pm, Wednesday 8:00am-4:30pm, Friday from 8:00am-4:30pm, and Sunday from 10:00am-12:15pm. Flexibility for occasional evening or weekend hours as needed for special events.

To Apply:

Interested candidates should submit an online employment application at www.pathfinderstl.org/employment.

To learn more about our organization visit us at:

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