



JOB DESCRIPTION

Job Title: Student Ministry Director (Valley Hope) Mission Staff (YL)

Reports To: Swannanoa Valley Direct Ministry Staff (YL) & Exec Director of Staff and Operations (VHC)

Salaried or Hourly: Salaried, Full-time **Exempt or Nonexempt:** Exempt

Job Titles Supervised: Volunteers & Student Ministry Coordinators

Mission / Authority

Lead and participate in effective Young Life ministry at Owen Middle School, while also leading the middle and high school students of Valley Hope Church through discipleship and leadership.

ESSENTIAL PREREQUISITES (FROM YOUNG LIFE'S BYLAWS – ARTICLE VII):

"Because of Young Life's exclusive Christian purposes of evangelism and discipleship as set forth in its Articles of Incorporation and in these Bylaws, and to reflect what has always been and will continue to be the position of Young Life, specifically the Christian belief that **each and every employee and volunteer of the corporation should minister as a servant of God whose primary responsibility is proclaiming the Gospel of Jesus Christ and, as such, is an integral part of the Christian mission and ministry of the corporation**, Young Life shall only employ individuals or enlist volunteer leaders who: (a) profess a belief in Jesus Christ as their personal Savior and Lord; and (b) subscribe to the statements and policies required of all Young Life staff, including the Young Life Statement of Faith. Therefore, employees and volunteers of Young Life, during working and nonworking hours, shall: (i) be ready, willing and able to fulfill such ministry functions as may be required by the organization; (ii) refrain from conduct and statements that detract from the biblical standards taught and supported by Young Life, and (iii) abide by all policies and practices of Young Life including, without limitation, those related to religious belief or ministry activities."

About Valley Hope Church:

The vision of Valley Hope Church is to see the kingdom of Jesus transform the Swannanoa Valley. The vision expresses itself through our core values of: Gospel, Discipleship, Mission, and Community. We do this as a member of the Evangelical Presbyterian Church through a variety of ministries to children, students, adults, and missions to the schools, neighborhoods, and people of need in our midst.

Job Summary:

Young Life and Valley Hope Church have a shared vision to see the youth of the Swannanoa Valley come to know Jesus more and are partnering together for a full time salaried youth ministry position. This individual will serve as the Director of Student Ministry at Valley Hope as well as lead YL at Owen Middle School.

Ministry Functions:

Spiritual Development — *"Following Jesus" includes prayer and spiritual disciplines, fellowship, growth and health and church relationships.*

- Develop a yearly personal growth plan that fosters a vibrant spiritual life including time for solitude, retreat, reflection, prayer and a sincere commitment to understanding God's Word.
- Seek and maintain relationships and disciplines, in the context of active participation in the Valley Hope Church community.
- Actively participate in the spiritual life of the Young Life community.
- Lead the OMS WL and VHC Youth Ministry teams and individuals in spiritual development.

Leadership Development — *"Equipping leaders, committee and staff" includes key volunteer care, recruiting, team building and training, supervision and vision casting.*

- Invest time and effort into developing personal relationships by meeting with your volunteer leaders and area leadership on a regular basis.
- Learn to recruit and train new leaders to build a leadership team that reflects the community.
- Help develop a discipleship strategy for both OMS WyldLife and VHC student ministry, and lead the implementation of it with our male students in particular
- Invest time into developing, training, and equipping volunteers and coming alongside parents in order to multiply our discipleship strategy.
- Model excellence in Young Life contact work, club, campaigners and camping to other leaders.

Resource Development — *“Fueling the ministry” includes events, major donor care, public relations (branding) and TDS team.*

- Raise financial support as directed and maintain good donor care practices.
- Communicate ministry updates and progress to personal donor partners.
- Observe and learn to network and develop strategic relationships with key adults in the community, including: principals, pastors, parents, potential committee members
- Assist with area fundraisers as assigned by Area Director

Direct Ministry — *“Proclaiming and modeling” includes contact work, club, campaigners and camp.*

- Actively engage in all three levels of contact work.
- Lead a team to plan and conduct OMS Wyldlife club and Campaigners with excellence.
- Lead a team to implement a summer and school-season camping strategy for OMS Wyldlife.
- Assist in planning & leading regular gatherings of middle and high school students such as: Youth Group, High School Huddle, Retreats, events within the boys small groups, and other Special Events.

Ministry Support — *“Taking care of business” includes accounting, administration, communication (internal), data management and strategic plan.*

- Adhere to all Young Life and Valley Hope Church policies and procedures and maintain professionalism concerning office hours, dress, conduct and time management.
- Participate in regular meetings with the Swannanoa Valley Young Life team, Asheville/Buncombe County Young Life Staff, and Valley Hope Church staff
- Attend church-wide functions including Sunday worship services and youth events
- Manage finances with stewardship, accountability and transparency using the mission-wide applications.
- Maintain accurate information on kids, leaders and donors for area records.
- Provide clear, prompt, appropriate and professional communication to everyone involved in ministry.
- Set yearly strategic ministry plans and initiatives to reach every kid; review them on a regular basis.
- Perform other duties as assigned and congruent with gifts, experience and area/church needs.

Education:

- College degree preferred.
- Bilingual in English/Spanish preferred

Qualifications Required for the Job:

- Proven commitment to know and follow Jesus Christ inwardly and outwardly
- Committed to the personal study of Scripture, prayer, and worship
- Experienced in ministering to students and adults, demonstrating a heartfelt love for students, a desire for them to grasp and live the gospel of Jesus and the necessary skills to communicate that good news
- Demonstrated verbal and written communication skills
- Administratively gifted in completing tasks and staying organized
- Ability to maintain confidentiality.

Conditions of Employment:

- Full-time salaried position
- Health Benefits

- Target is 20 hours a week per role (40 hours total a week), with an understood flexibility each week based on Young Life and Valley Hope Church events and needs
- Fundraise \$10-20k annually
- Flexible schedule

Weekly/Monthly Responsibilities:

- **Young Life**
 - Weekly
 - Team Lead the OMS WyldLife team
 - Communicate weekly events, expectations
 - Meet with the team
 - Bi-Weekly Club or Campaigners
 - Contact Work
 - Open doors at the school, go to lunches at the school, go to sporting events as able
 - Be where kids are
 - Office Time
 - Staff Meeting in the Office
 - Swannanoa Valley YL meeting w/ OHS Team Leader and ACA Team Leader
 - Time for Silence/Solitude
 - Monthly
 - Solitude Day
 - Leadership
- **Valley Hope**
 - Weekly
 - Lead out the church Youth Ministry
 - Oversee one or two Student Ministry Coordinators that will have ownership for much of the day to day responsibilities for helping run programs, communication, and discipleship.
 - Engage with the students
 - Bi-Weekly
 - Lead out a wider reaching program (i.e. Youth Group)
 - Lead out a more narrow discipleship focused program for youth hungry to go deeper in their faith
 - Attend all staff meeting and help be the liaison between student ministry team and larger staff & session
 - As Needed Tasks to Consider
 - Occasional parent communication as needed to build relationships with parents of teens
 - Meet with students in small group and mentorship type settings outside of standard programming
 - Help develop a volunteer/ parent leadership team
 - Evaluate how our communication is going, programs are going (including games, teaching, small groups, interactions), how involvement with parents, volunteers, and students is going etc.
 - Lead the vision for the student ministry overall, as well as it's program, teaching, strategies
 - Shepherd the vision for discipleship and relational ministry to students
 - Shepherd the vision for a student leadership team'
 - Shepherd the vision for a volunteer/ parent leadership team
 - Shepherd the relationship between WyldLife, YoungLife, Partner Churches, BMH & other youth ministries
 - Oversee budget process