

Associate, Middle School Ministry

Scope:

The Associate of Middle School Ministry is tasked with supporting Westover Church's purpose and vision through providing support for all aspects of the Impact MS Ministry. This position is also expected to contribute to ministry strategic planning in collaboration with the area head. The Middle School Ministry Associate is supported by the Middle School Senior Director.

Events & Programming: 50%

- Assist in developing a ministry calendar for parents, students, and volunteers.
- Assist in the organization and implementation of weekly programming, small groups, camps, retreats, and special events.
- Attend all Middle School ministry functions.
- Partner with Westover Worship Ministries to coordinate and manage worship within middle school ministry (develop worship teams, facilitate student ownership, and teach Biblical principles of worship)
- Contribute to program development and curriculum selection that aligns with the NextGen discipleship process.

Shepherding / Pastoral Development: 25%

- Actively engage in the study and teaching of God's Word.
- Build and develop strong healthy relationships with students, parents, and volunteers.
- Equip and care for parents, providing resources for them as they disciple their students.
- Assist in the cultivation of student leaders within the ministry.
- Be prepared for / play an active role in crisis intervention with middle school students and their families.

Team Development: 20%

- Meet regularly with the Middle School Ministry Team to provide feedback, updates, and contributions to action planning towards ministry goals.

- Collaborate cross-departmentally to increase the effectiveness and engagement of Westover's Middle School Ministry.
- Attend relevant weekly and monthly meetings, serving as a liaison between Middle School Ministry and Westover Staff, Elders, and Deacons.
- Attend all regular staff functions and meetings relevant to associate-level position functionality.
- Assist in the recruiting, equipping, and care of volunteers.

Due to the nature and requirements of this position, Westover's Middle School Associate should be willing to pursue membership at Westover Church. Time-percentage allocations as well as the specific tasks of this position remain fluid and will continue to be more clearly defined as the role evolves.