



Position Title: Student Ministry Coordinator – Girls

Full Time/Part Time: Full Time	Reports To: Director of Student Ministry	Department/Team: Student Ministry
Location: On Site	Position Class: Coordinator	Est. Hours: 40 hrs/wk
DOL Ministerial Class: Ministerial	Exempt/Non-Exempt: Exempt	

Position Mission:

To reach Houston for Christ and renew lives by grace by coordinating the spiritual formation of students within the church and outreach to those outside the church so that they may worship, grow and serve God all for his glory.

About the Position:

The Student Ministry Coordinator will work under the direction of the Student Ministry Director to spiritually nurture students and assist in the execution of the Student Ministry program.

Responsibilities:

- Engage ten students weekly in contact work through one on one, one on two or one on few meetings
- text and write notes of encouragement to students in the Student Ministry
- pro-actively develop relationships with Student Ministry parents and pray for them and their children
- prepare and lead weekly Bible studies as assigned in collaboration with the Student Ministry Director
- Prepare and teach Sunday School as assigned in collaboration with the Student Ministry Director
- attend and lead Sunday evening and weekly Student Ministry events
- attend and assist the Student Ministry Director with the preparation and leadership of retreats, mission trips and service projects
- assist the Student Ministry Director with recruiting and caring for volunteers
- assist the Student Ministry Director in discerning and developing future members of “The Crew”

- assist the Student Ministry Director with determining appropriate curriculum for small groups, Bible studies and Sunday night
- assist the Student Ministry Director in recruiting, training and supporting volunteer Bible Study leaders

**Upon approval of the Student Ministry Director and Executive Director, the Student Ministry Coordinators may devote up to ten (10) hours of their 40-hour work week in activities that enhance and develop their ministry skill. The opportunities are not to exceed ten hours per week and are limited to:

- Seminary or theological education

Skill Requirements:

- A deep love for Jesus and for his bride, the church
- Gospel humility and gospel security that leads to a focus on others
- Committed to a life of worship and the priority gathered worship
- Vision-oriented with effective leadership and communication skills
- Effective delegator who confers leadership while maintaining quality
- Love for students and a passion to see them worship, know, and serve Jesus
- Commitment to a Christ-centered approach to biblical teaching as well as Reformed and Covenantal theology
- Passionate about Christ the King's philosophy of ministry
- Steady and calm during crises and committed to conflict resolution
- Energized by collaborative ministry and encouraging lay leaders to execute the work of ministry
- Able to establish and maintain appropriate boundaries and pursue a healthy balance of family, personal health and ministry
- Ability to communicate well with staff, students and volunteers
- Ability to be a follower-leader among staff, students and volunteers

Desired Skills:

Qualifications/Education Requirements:

- Bachelor's degree or higher level of education