



Position Description

Next Generation and Discipleship Minister

BALBOA BAPTIST CHURCH MISSION

ENGAGING PEOPLE TO FIND AND FOLLOW JESUS

VISION STATEMENT

We are God-centered by loving and glorifying Him. We engage people through friendships, growing in fellowship, and becoming family. We share Jesus so people will find a relationship with God through Jesus. We grow in following Jesus by teaching each other to obey Him.

Job Title: Next Generation and Discipleship Minister

FLSA Status: Exempt

Reports To: Lead Pastor

Department: Pastoral Ministry Staff

Hours: Full Time

Location: Balboa Baptist Church, 415 Ponce de Leon Dr, Hot Springs Village, AR

General Summary:

The Next Generation and Discipleship Minister is responsible to the Lead Pastor for providing strategic leadership and operational oversight for the spiritual formation of the congregation from youth through adulthood. This includes direct, week-to-week leadership for Balboa's middle and high school ministries (grades 6–12) and high-level ownership of BBC's comprehensive discipleship pathway.

General Responsibilities:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Next Generation Ministry (Grades 6–12; College and Young Adult)

- Plan, execute, and oversee all week-to-week ministry environments, teaching, and programming for middle and high school students.
- Recruit, train, and mentor adult volunteers to lead student small groups, fostering deep relationships and spiritual accountability.
- Organize impactful spiritual experiences outside of normal weekly routines, including camps, retreats, mission trips, and service projects.
- Proactively communicate with, resource, and walk alongside parents, honoring them as the primary disciple-makers in the home.
- Cultivate intentional, encouraging, and supportive relationships with middle and high school students by attending academic, fine arts, and sporting events on local school campuses.
- Provide proactive pastoral care, spiritual counseling, and a safe sounding board for middle and high school students.
- Enforce strict safety and security protocols for all youth environments and trips, ensuring 100% compliance with church child protection policies, background checks, and appropriate leader-to-student ratios.
- Coordinate closely with Family Ministry Director to integrate ministry milestones across Balboa's Ministry to Families.
- Work with existing ministry teams to develop discipleship and fellowship opportunities for Balboa's College and Young Adult members.

2. Adult Discipleship Pathway

- Work with the Lead Pastor to identify, develop, and integrate discipleship opportunities to facilitate formation along the continuum of spiritual maturity (new believer, new member, ministry mobilization, and leadership development) using a variety of formats and programs (Bible class, Grow Deeper Wednesday, Discipleship Groups, etc.).
- Coordinate with Balboa's Bible Class Director and Men's and Women's Ministry Directors to align ministries with overarching church discipleship goals.

3. Pastoral Leadership & Administration

- Act as a spiritual leader and example, carefully maintaining a close personal walk with the Lord, led by the Holy Spirit.
- Serve as a collaborative member of the paid pastoral ministry staff to fulfill shared pastoral responsibilities (i.e., pastoral care) under the leadership of the Lead Pastor.
- Serve as an active member of the Church Council, participating directly in the planning, training, conducting, and evaluation of church ministries.

- Develop and steward the annual budget allocation for Next Generation and Discipleship ministries with fiscal integrity.

General Administration

SUPERVISORY RESPONSIBILITIES

The Next Generation and Discipleship Minister will lead the recruitment, training, supervision, and annual performance evaluation of all youth ministry and discipleship volunteers, lay leaders, and ministry interns (if applicable). Additionally, they will provide staff oversight to the church's Men's and Women's Ministry Directors and Bible Class Director.

QUALIFICATIONS

The Next Generation and Discipleship Minister must be called by God to the ministry. He must be a licensed and ordained Southern Baptist Minister with the appropriate experience for this position. He must be a college graduate (a master's degree in theology or ministry is preferred) and experienced in pastoral ministry, especially in the areas of youth ministry and discipleship. Appropriate theological, doctrinal, and administrative skills for fulfilling the requirements and principal functions of the position must be obvious.

OTHER QUALIFICATIONS:

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

COMPUTER SKILLS: Proficient knowledge of word processing, internet use, planning application, and email.

PHYSICAL DEMANDS: The physical demands described below are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- Frequently required to sit, use hands to grasp, handle or feel and reach with hands and arms.
- Regularly required to stand and walk.
- Must occasionally lift and/or move up to 10 pounds — and occasionally lift and / or move up to 25 pounds.

WORK ENVIRONMENT: The work environment characteristics described below may be encountered while performing the essential functions of the job. Reasonable accommodations may be made to

enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

CORE COMPETENCIES:

Communication

- Deliver clear messages when speaking in positive or negative situations; use nonverbal communication that is congruent with the intended message.
- Demonstrate effective listening skills; interpret message and check for understanding; respond tactfully and timely to member, guest, employee inquiries and problems in person, by email, text, phone, and/or mail.
- Demonstrate effective phone presentation skills.
- Demonstrate group presentation skills.
- Maintain professionalism and confidentiality when handling situations.
- Exhibit the ability to influence and engage a wide range of members and build long-term relationships.
- Create clear and concise written communication; varies writing style to meet the needs of diverse audiences.
- Select communication tools and methods based on the needs of recipients.

Organization and Planning

- Understand the implications of business decisions.
- Align work with strategic goals.
- Plan and organize work responsibilities to achieve objectives.

Innovation

- Display original thinking and creativity; meet challenges with resourcefulness; generate suggestions for improving work; develop innovative approaches and ideas; present ideas and information in a manner that gets others' attention.

Motivation

- Set and achieve challenging goals; demonstrate persistence and overcome obstacles.
- Measure self against standard of excellence; takes calculated risk to accomplish goals.

Adaptability

- Adapt to changes in the work environment; manage competing demands; change approach or method to best fit the situation; able to deal with frequent change, delays, or unexpected events.

Initiative

- Undertake self-development activities; show the initiative to seek increased responsibilities; take independent actions and calculate risks.

Strategic Thinking

- Develop strategies to achieve positional goals.
- Understand individuals' strengths & weaknesses.
- Identify opportunities and strategies for changing conditions.

Problem Solving

- Ability to strategically research and analyze problems by gathering and organizing all relevant information.
- Use sound judgment to make good decisions based on information gathered and analyzed.
- Consider all pertinent facts and alternatives before deciding on the most appropriate action.

Interpersonal

- Build and maintain effective relationships and partnerships (both internally and externally).
- Maintain confidentiality and keep private or sensitive information about others confidential.
- Engage in effective conflict resolution and defuse tense situations; listen to others without interrupting; keep emotions under control; remain open to others' ideas and willing to try new things.

Professionalism

- Approach others in a tactful manner; react well under pressure.
- Treat others with respect and consideration regardless of their status or position.
- Accept responsibility for own actions; follow through on commitments.

Leadership

- Displays passion and optimism; inspires respect and trust; delegate work assignments by matching the responsibility to the person; give authority to work independently.
- Set expectations and monitor delegated activities.
- Motivate others and provide recognition for results. Constantly looking for ways to improve and promote quality.
- Demonstrate accuracy and thoroughness.

Support of Our Core Values

THE LORDSHIP OF CHRIST – We believe that Jesus is the Head of our church and Lord in our personal lives. We submit to His leading and have faith that His power will enable us in all our endeavors. (1 Corinthians 8:6, Ephesians 1:22-23, Colossians 1:18)

WORSHIP - We believe that heart-felt personal and congregational worship enables us to experience the power of the Holy Spirit and fills us with the fruit of the Spirit. Christ-centered worship is the catalyst for a deeper relationship with God. (Psalm 29:2; John 4:23-24)

PRAYER - We believe that as we give prayers of praise and supplication in Jesus' name, nothing that we ask shall be impossible that is according to God's will. (Matthew 7:7-8; 1 John 5:14-15)

BIBLICAL TEACHING - We believe the Bible is God's Holy and inspired Word and our primary source of revelation. Therefore, teaching and preaching must be faithful to Biblical doctrine, revealing God's grace to all. (Matthew 4:4; 2 Timothy 3:16; Hebrews 4:12)

MARRIAGE AND FAMILY - We believe Scripture defines marriage as between one man and one woman and describes the greatest responsibility of parents as the raising of godly children. Therefore, we must provide training and enrichment in marriage and parenting for all families. Scripture also affirms circumstances for singleness, single-parenting, and the contribution of and care for widows and widowers. (Genesis 2:18-24; Proverbs 22:6; 1 Corinthians 7:8; Luke 2:25-38)

EVANGELISM - Just as the early church obeyed Jesus' command to be His witness, we believe we are called to use compassion, prayer, and humility to draw all people to Christ. (Luke 19:10; Acts 1:8; Romans 1:16)

GODLY LEADERS - We believe just as Jesus called His twelve disciples; He continues to call leaders to follow Him in guiding His people. Therefore, we seek to recognize those who are called to leadership roles and provide opportunities for them to grow in Christlikeness. (Acts 6:3, 1 Timothy 4:7; 2 Timothy 2:2)

CHURCH HARMONY - We believe we are to preserve and promote harmony in our church. We will strive to do this by lovingly treating others with respect and dignity. Christ-centered community is the lifeline for a growing follower. It is found in Bible Classes and Life Groups. (Psalm 133:1; Romans 14:19; Ephesians 4:3; Philippians 1:1-4)

SANCTITY OF LIFE - We believe that human life must be respected and protected from the very moment of conception. (Psalm 139:13-15; Jeremiah 1:5)