

Job Description for Student Minister at East Dallas Christian Church

Reports to: Senior Associate Minister, Children & Youth Committee Chair

Status: Part-time, hourly (12-15 hours/week)

Pay rate: \$1,300/month, \$15,600/year; up to \$1,000 gas stipend/year

FLSA: Exempt

Job Summary

The Student Minister is primarily responsible for our children and youth ministry by developing, promoting, and implementing activities for our children & youth from birth through 12th grade. This position also includes general church work such as worship participation, aiding in funerals, and other duties as assigned to develop a comprehensive understanding of the church. They work closely with the Senior Associate Pastor as their direct supervisor and partner with the whole staff (and Senior Pastor, Head of Staff) and congregation to live out East Dallas Christian's mission to worship, learn, and serve.

Essential Functions - includes but not limited to:

- Builds relationships with children & youth in ways that help foster faith development, spiritual maturity, and community.
- Serves as coordinator for all Sunday morning education opportunities for children and youth. Teaches/leads as needed.
- Maintains regular communication with youth, parents, and congregation concerning youth ministry activities. Maintaining MailChimp email list and submitting information for newsletter, website updates, bulletin blurbs and announcements. This includes developing other methods of communication such as group texts, etc.
- Seeks to manage and expand children & youth ministries, including Youth Sunday & Senior Recognition, camp attendance, VBS, etc.
- Work with staff, committees and individuals to continually advocate and foster a church environment that is welcoming and supportive of children, youth, and families.
- Manages administratively youth ministries' budget and fundraising, scheduling volunteers, making sure the congregation is in compliance with the Child Protection Policy.
- Organizes the Children & Youth Committee meetings with the help of the Children & Youth Chair.
- Recruits and equips adult volunteers from within the congregation to regularly help with children and youth programming
- Seeks to deepen the discipleship of children, youth, families, and congregation members as a leader.
- Attend weekly staff meetings and monthly board meetings as available
- Other duties as assigned and able: weekly worship leadership, occasional preaching, assisting in funerals, visiting members, etc

Minimum Qualifications

- Mature and active faith commitment to Jesus Christ with love for the church and general understanding of the Disciples of Christ (Christian Church).
- Working towards or completed a Bachelor's Degree (ideally in Education or Religious Studies or equivalent) with computer literacy. Must understand G-Suite including Gmail, Calendar, and Drive. *Must have completed at least two years of college*
- Experience either as a participant or as a leader in active youth settings.
- Demonstrated leadership in project completion and fundraising.
- Excellent interpersonal skills
- Able to pass sexual misconduct background checks and willing to submit to background check testing
- Valid driver's license, auto insurance, and reliable transportation.
- Must respect God's love for all people and embrace diversity, whether of race, gender identification, sexual orientation, culture, or other

To apply for this position, please send a cover letter describing your background and passions for youth ministry along with a resume to allison@edcc.org by September 23rd, 2022.