

Lakewood United Methodist Church - Assistant Director of Student Ministries Job Description

The primary responsibility of this position is to make disciples of Jesus Christ. The following is the initial understanding of how this position will practice this primary responsibility in the Student Ministry at Lakewood UMC. As this Student Ministry looks towards the vision God has over the next year, the primary responsibilities may shift to accommodate a new direction God sets.

This ministry title is: Student Ministry Assistant Director

This position is Lakewood UMC's primary: Leader of programming to help students (grades 6-12) know each other and know Jesus.

This ministry's purpose is to: Build a community of students and adult leaders that provide an environment for students to know Jesus

Success will be evaluated mainly in the areas of: Developing and maintaining a Sunday school program that helps students know Jesus, organizing Sunday evening events that help build community, planning and executing a middle school mission opportunity in the summer, planning and executing a high school mission opportunity in the summer, building and maintaining healthy and life-giving relationships with students, parents, and adult leaders that point them to Jesus

The question that this position brings to every planning discussion/decision is: Will this help staff and adult leaders know students, students to know each other, and students to know Jesus?

This ministry's target populations/constituencies include: Students, parents, and adult leaders

The practice of this ministry is usually located in/on: Lakewood UMC campus, selected ministry events, area school district campuses and facilities, out of town locations for trips, online social media platforms, where students are located.

The initial time allocations for this ministry position are (in order): Building relationships with students and families (25%), organizing appropriate environments (30%), communication/social media/website tasks (10%), developing and equipping leaders (15%), teaching/preaching (20%)

Existing teams and programs for which this position is the staff LEADER include: Middle school mission, high school mission, Sunday school, Sunday evening activities, The Big Event

Existing teams and programs for which this position is the staff MANAGER include: Weekly email communication, registration for middle school and high school mission trips

Existing teams and programs for which this position is the staff CONTACT include: Sunday school, Sunday evening activities, Pumpkin Patch fundraiser

The primary supervisor is the Director of Student Ministries.

This is a full-time, exempt position that includes health benefits, 401k, and 2 weeks of vacation annually. A bachelor's degree and some Student Ministry experience preferred. Candidates must be physically capable of some manual labor (lifting, moving objects, etc.) and sleeping on a cot or air mattress during trips and retreats.

Interested applicants should send cover letters, resumes, and contact info for three references to clay.smallwood@lakewoodumc.org.