



JOB DESCRIPTION

POSITION TITLE: High School Ministry (HSM) Director
SUPERVISOR: Next Gen Director
CAMPUS: Central Campus [Anaheim]

EFFECTIVE/REVISED: September 1, 2021
DEPARTMENT: Next Gen

CATEGORY:

<input type="checkbox"/> EXECUTIVE	<input type="checkbox"/> DIRECTOR	<input checked="" type="checkbox"/> STAFF
<input checked="" type="checkbox"/> PASTOR	<input checked="" type="checkbox"/> MINISTER EXEMPT	<input type="checkbox"/> NON-MINISTER

PAYROLL STATUS:

<input checked="" type="checkbox"/> FULL TIME	<input type="checkbox"/> PART TIME	WEEKLY HOURS: 40+
<input checked="" type="checkbox"/> MINISTER EXEMPT	<input checked="" type="checkbox"/> EXEMPT	<input type="checkbox"/> NON-EXEMPT

VISION OF EASTSIDE CHRISTIAN CHURCH: To transform our homes, community and world by Pursuing God, Building Community and Unleashing Compassion one neighborhood at a time.

POSITION SUMMARY: The HSM Director provides overall direction, shepherding & oversight to the HSM Ministry of Eastside (200+ students at our Anaheim campus), sustaining a healthy, life-transforming ministry, and supporting all campuses. The ideal candidate will have a proven track record of growth in a medium/large student ministry context. The successful candidate will maintain relationships with students, parents, volunteers and ministry colleagues, and will relate to a wide diversity of students. A demonstrated leadership gift is required and a strong gift in teaching is preferred.

SUPERVISORY RESPONSIBILITIES:

- This role supervises the HSM Associate Director. In addition, this role provides oversight to HSM Youth Pastors at Eastside campuses, although they report to their campus pastor.
- Partners with the HSM Associate Director to recruit, shepherd & develop a growing network of Changemakers; House Group Leaders, Small Group Leaders and other roles as needed.

PRIMARY RESPONSIBILITIES:

- **Lead the HSM Vision & provide Oversight:** Continually develop a strategic vision & implementation strategy for HSM that includes discipleship, evangelism, and engaging programming & events.
 - Build and manage systems for accommodating growth that will allow for scalable health & progress, at all campuses.
 - Establish 6 month ministry plans, carry them out with the team, and evaluate progress.
 - Manage the approved HSM budget.
- **Curriculum/Teaching:** Oversee the primary teaching for all high school experiences and events as the primary communicator, but also involving/developing teaching team members. This includes recording teaching videos for House Groups, as well as “live” at Together Nights.

- **Small Groups/House Groups:** Partner with the HSM Associate to recruit, place, onboard, shepherd, train & retain fantastic Small Group Leaders, so that every student who comes to HSM has a great leader who knows them & cares for them. This is vital for our strategy.
- **Participate & serve in all HSM activities & events** (including but not limited to HSM programs, camps, compassion projects, international serving trips, church wide initiatives, etc)
- **Create & implement a path of Assimilation & Connection for HS students**, helping them move from being guests, to friends, to part of their HSM House Group family.
- **Provide pastoral support for students & their families as needed**, especially in crisis situations. Provide referrals to professional counselors as needed.
- **Provide regular SGL Training** in partnership with HSM Associate, and for all campuses.
- **Build Relationships with students** through House Group Visits and general ministry involvement, as well as situationally.
- **Engage general administration** for communication, expense management, attendance, feedback processes, child-protection policies, and special events.
- **Other responsibilities and opportunities** may be available for the person in this position, based on the unique gifts and skills they possess.

Eastside reserves the right to adjust job responsibilities at any time. This job description is not designed to cover every job requirement.

QUALIFICATIONS:

- Gifted in leadership, teaching & planning, with a passionate desire to improve things
- Ability to inspire teams, vision-cast, and create momentum for ministry growth.
- Education level of college degree OR have comparable experience.
- 2 years of related student ministry experience.
- Strong computer skills; knowledgeable with Microsoft Office Suite and/or Google Suite.
- Understands *and* utilizes social media (Instagram, Snapchat, TikTok, & new tools that emerge.)

ESSENTIAL SKILLS AND THINGS YOU SHOULD KNOW:

- **Abilities:**
 - Positive attitude, heart to serve.
 - Ability to receive feedback and direction
- **Requirements:**
 - A strong, demonstrated & vital relationship with Jesus Christ, guided by a commitment to following the biblical principles of being a fully devoted follower of Him.
 - Regularly attend Eastside weekend services.
 - Has completed Eastside's "Next Steps" (or is willing to complete in the first 90 days.)
 - In agreement with the Vision and Beliefs Statement of Eastside Christian Church and exhibits a lifestyle in harmony with a maturing Christian faith.
 - A commitment to reaching those far from God, and to personal evangelism.
- **Characteristics:**
 - Models personal spiritual growth.
 - A team player who focuses on the good of the whole church.
 - Possesses a high degree of relational & emotional intelligence, & healthy boundaries.
- **Physical Needs:** Intermittent sitting and standing. Hearing, speaking, and ability to read fluently; ability to accurately read calculator, computer and hand-held devices. Ability to lift, pull, grasp, bend and reach. Ability to lift up to 50 lbs occasionally.

- **Work Schedule:** Tues, Wed, Thurs, Fri, Sunday AM & evening, Saturdays as needed.

Employment Understanding:

- Agreement to abide by Eastside Christian Church Personnel Manual and Policies, Vision and Beliefs Statement,.
- Agreement to conduct themselves on and off the job in such a way that would honor Jesus Christ and would demonstrate spiritual leadership, supporting the Code of Conduct policy, and being a positive representative of Eastside Christian Church
- Attendance at Ministry Team meetings and department meetings is required

Employee's Signature: _____ Date: _____

Manager's Signature: _____ Date: _____