



JOB DESCRIPTION

EASTSIDE CHRISTIAN CHURCH

POSITION TITLE: Student Ministries Associate

EFFECTIVE/REVISED: August 16, 2023

SUPERVISOR'S TITLE: Campus Pastor

DEPARTMENT: Next Gen

CAMPUS: Campus: Las Vegas

Central

LEADERSHIP LEVEL:

- EXECUTIVE
- DEPARTMENT HEAD
- DIRECTOR
- COACH
- LEADER
- STAFF

EXEMPT CLASSIFICATION:

- PASTOR
- MINISTER EXEMPT
- EXEMPT
- NON-EXEMPT

PAYROLL STATUS:

<input type="checkbox"/> FULL TIME	<input checked="" type="checkbox"/> PART TIME	WEEKLY HOURS: 10
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Eastside’s unofficial motto is “This Is For Everyone.” Eastside’s mission is to Pursue God, Build Community, and Unleash Compassion. If you’re looking to be part of a team that is strategically focused on reaching people far from God, values inspirational leadership and is intentional about promoting a healthy staff culture, then Eastside might be the place for you.

As a Student Ministry Associate at Eastside, your primary objective will be to lead, pastor, and build & equip the teams that serve students in JHM & HSM, in collaboration with the Eastside Next Gen Team. Student Ministry is a high priority at Eastside! This role is a crucial link to connect students & families to the church and invite them into a growing relationship with Jesus. Someone interested in the Student Ministry Associate position should love God and people, maximize kingdom resources, and be gifted in leadership & shepherding.

01. Summary of Position:

The Multisite Student Pastor will be responsible for partnering with the Central Team to build volunteer teams, create youth services, and accomplish ministry goals for Jr. High and High School students on the Las Vegas campus.

02. Ministerial Functions:

- Provide management of ministry through overseeing the ministry objectives of the Next Gen Departments of the Eastside Las Vegas campus.
- Authorized to administer communion, baptize, officiate weddings and funerals, and lead worship and Bible studies in various settings.

03. Supervisory Responsibilities:

- Supervises volunteers within the Next Gen departments
- Carries out supervisory responsibilities in accordance with Eastside's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees/interns; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees/interns; addressing complaints and resolving problems.

04. Duties and Responsibilities:

- Collaborate with the Central Team to develop ministry plans that support the ECC strategic plan
- Complete 6x6 goal planning forms to carry out the ministry plan
- Attend monthly team meetings (located at Anaheim campus)
- Attend weekly programming meetings with Central Service Team members
- Meet with supervisor, one on one, weekly or as needed
- Serve in other areas on occasion, as assigned aligning with strengths as much as possible.
- Partner with Central Team to recruit, equip and encourage volunteer teams for J.H. & H.S.
- Host occasional youth events if/when they align with mission and ministry goals
- Communicate with parents regularly via e-mail, social media, flyers, mailers, etc.
- Communicate event details to Communications Team for support and direction
- Create and lead the High School and Jr High Services
- Keep open communication with Campus Pastor and Central Team to stay abreast of changes
- With Central Team input, create PCO service schedules for Jr High and High School services
- Utilize curriculum provided from Central Service Team
- Communicate technical and worship needs to site Tech Director and Worship Leader
- Schedule volunteers and key service people
- Prepare service resources/needs: Graphics, game supplies, curriculum, food, music, etc.
- Ensure that classrooms and facilities reflect a safe, professional, Christ-like environment
- Confirm video messages have been delivered and are ready for use
- Be point person for H.S. and J.H. room setup and tear down each week
- Perform other responsibilities as assigned by supervisor.

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

05. Qualifications:

- Must have a strong personal faith in Jesus as Savior and Lord, and a heart for serving God and others.
- Must be a member of Eastside Christian Church, having been baptized by immersion.
- Must have a heart for serving God and others.
- Must have a college degree or have comparable experience.
- Must have 2 or more years of related experience in a church size of at least 500

06. Employment Understanding:

- Agreement to abide by Eastside Christian Church Personnel Manual and Policies, Vision and Beliefs Statement, and attend Next Steps at earliest opportunity
- 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
- This Job Description should be reviewed at least annually with the position's supervisor. This person will also write semi-annual 3x6 goals, obtaining supervisor approval.
- Job performance should be reviewed at least annually with the position's supervisor.
- Remuneration including wages and benefits, will be set, reviewed, and modified by the Senior Pastor and Leadership Team.

07. Physical Demands & Work Environment:

- Must be able to lift and / or move up to or more than 20 pounds
- Must be able to stand for long periods of time

We concur with this Job Description.

Staff Member

Supervisor

Date