

**CHARTER OAK CHURCH**  
JOB DESCRIPTION  
**Director / Pastor of Student Ministry – Frye Farm**  
(Associate Staff – Full Time)

The role of the Director / Pastor of Student Ministry serves under the direction of the Campus Executive Director to be the champion and leader of Student Ministry by overseeing and influencing students in the region to be passionate for Jesus.

The Director / Pastor of Student Ministry is responsible for:

**1. Modeling Biblical Priorities**

Upholding Biblical priorities and the staff core values. The Director / Pastor of Student Ministry should represent a growing personal relationship with Jesus. The Director / Pastor of Student Ministry models a strong relationship with his or her spouse (if married) and children (if applicable). The Director / Pastor of Student Ministry strives to fulfill his or her purpose in life and ministry while demonstrating integrity in words, relationships, and actions. These objectives are accomplished by:

- Committing to daily prayer, Bible study, and weekly corporate worship.
- Participating in a small group on a regular basis.
- Being a disciple maker by investing and loving unchurched neighbors.
- Giving generously to the work of God at Charter Oak Church.
- Joining a team that seeks to alleviate poverty locally, nationally, or internationally.
- Setting appropriate boundaries to protect character and integrity.
- Adhering to and encompassing the qualities and characteristics required of Charter Oak Church employees, as defined by the Staff Handbook.

**2. Strategic Leadership and Planning**

Serves on the Frye Farm Team to fulfill Charter Oak Church's vision, mission, and convictions. This leadership will be provided by:

- Participating fully in the leadership and planning of the Frye Farm Campus.
- Providing the Frye Farm Team with up-to-date data and calendar initiatives for student ministries.
- Collaborating with the Director of Kids Ministry on key cross functional planning, calendars, trainings, and strategic planning.
- Fulfilling initiatives of the Campus Pastor Team and Campus Team by developing and implementing all actionable strategic plans and creative strategies within student ministry.
- Identifying and empowering leaders who will build volunteer teams to integrate new people into the life of the church.
- Fulfilling other duties as assigned by the Campus Executive Director.

**3. Champion of Student Ministry**

Serves as the key leader of the Student Ministry team to fulfill Charter Oak Church's vision, mission, and convictions. This leadership will be provided by:

- Leading all aspects of Student Ministry.
- Overseeing weekly gatherings, small groups, and team meetings.
- Recruiting, training, and deploying volunteers, volunteer leaders, and student leaders.
- Cultivating and providing an environment for thriving spiritual growth for students.
- Providing biblically accurate, engaging, and culturally relevant teaching.

- Collaborating with the Coordinator of Student Ministry Worship.
- Facilitating the transition from 5<sup>th</sup> grade to Student Ministry, and from Student Ministry to Young Adult Ministry.
- Planning and coordinating events including retreats, mission trips and community events.
- Developing and implementing strategies for equipping parents.
- Initiating and maintaining regular contact, communication, and relationship building with parents, students, and volunteers.
- Maintaining a presence in the local middle and high schools to build relationships with teachers and administrators, support students, and serve the community.
- Formulating and implementing a ministry plan to reach unchurched students in the community.
- Creating and managing the annual Student Ministry budget and calendar.
- Utilizing the church database for accurate attendance tracking, reporting, registrations, and workflows.
- Implementing an ongoing social media strategy.