

Description of Duties for  
Minister to Students  
And  
Missional Activities  
At  
Grandin Court Baptist Church

The Minister to Students and Missional Activities is responsible for the development and implementation of an educational program for students entering 6<sup>th</sup> grade through college age young adults and growing recreational activities with a spiritual foundation for the congregation, local community and mission teams coming from near and far. The position requires knowledge, skills and abilities in evangelism for Christ, counseling young people in their spiritual growth, working with staff and volunteers to create and implement strategic plans to grow the mission activities of the church. The position will report directly to the church Pastor and Personnel Committee and shall perform duties described below and other duties as deemed necessary to share the love of God and his saving grace through Jesus Christ.

Youth Education:

1. In coordination with other ministerial staff, design, select and implement a Student Sunday School Curriculum compatible with church-wide themes that involve these students in age appropriate learning activities that expand their spiritual understanding and lead them to accepting Jesus Christ.
2. Design and lead student appropriate activities on Wednesday and Sunday evenings to provide a safe and enjoyable fellowship opportunity.
3. Coordinate, design and lead youth mission trips in the local community, within the United States and abroad to expand their understanding of spreading God's word at home and around the world.
4. Serve as an integral team member of the Church staff and liaison to involve church youth and young adults as volunteers in programs with the Minister of Music, Children's Minister, Minister to Seniors and Education and Church Pastor for worship services.
5. Coordinate calendar planning, budget preparation, recruitment of volunteers by serving on the Youth, Education, and Missions committees and Church Council.
6. Communicate program goals and progress at quarterly business meetings of the congregation.

Ministry Activities Center (MAC):

1. Prepare a strategic plan to incorporate current activities, develop new activities and expand the community outreach opportunities of facilities at Grandin Court Baptist Church in conjunction with the MAC Council.
2. Recruit and supervise the MAC manager position and volunteers necessary to operate the center in a safe and open manner to welcome people to become part of our church family.

3. Implement the strategic plan commensurate with available staffing, volunteers and facilities use policies to grow outreach missions within the community and share the word of God and His saving grace.
4. Coordinate with other church ministers on programs conducted in the church Ministry Activities Center.
5. Develop an annual budget for the MAC with input from the MAC Council and oversee expenditures.
6. Notify the Building and Grounds Committee of needed maintenance and communicate with the custodial staff on proper care and upkeep of the facilities and equipment.

General duties and responsibilities:

1. Be creative in developing new opportunities for ministry.
2. Serve as an effective team member on committees, councils and with the general public and Baptist organizations.
3. Adhere to church approved guidelines as set forth in the Bylaws and policies of Grandin Court Baptist Church.

**Because of the nature of ministry, diverse responsibilities requires shared duties and careful, coordinated teamwork. Therefore, it is imperative that all staff persons communicate openly and function in a spirit of cooperation and Christian unity.**