

Highlands Church

Position Plan:
Student Ministry Coordinator
HSM Co. & The Middle

Highland's Mission

We build communities so more people can know the hope and joy of Jesus.

Key Characteristics

Brave: we take risks

Passionate: we do everything out of love

Humble: we put others first

**We believe that one person's role is not more important than the overarching mission of Highlands Church. So, while a position plan details responsibilities and measurement, we are interested in building a high functioning and faith-based team, rather than any one person's ministry or personal objectives.*

Overarching Position Plan

To champion the effectiveness and efficiency of the Highlands Student Ministry TEAM by proactively meeting the needs of the team to create consistent WINS!

Student Ministry Goals

To create safe environments where students can have fun hanging with friends, meet new ones AND engaging in real and relevant discussions that sparks their wonder about Jesus.

Position Objectives

- To assist in leading the Student Ministry TEAM, students and families to live out the mission of Highlands Church.
- To assist the Student Ministry TEAM in creating strategies that will help execute weekend and midweek programming and events to accomplish the ministry goal.

Position Specifics

1. Organize and execute HSM Co. and The Middle weekly programming.
2. Schedule volunteers for Student Ministry programming in Planning Center Online.
3. Review and update all projects in online platforms (Asana/Slack)
4. Assist in updating social media platforms (Facebook/Instagram)
5. Consistent communication with parents
6. Openness to assist, implement and/or execute Kid Ministry tasks as needed.

Position Requirements

1. A Team player
2. A passion and drive for helping kids AND parents take their next spiritual step.
3. Ability to communicate, rally and inspire
4. Solution based thinking
5. Assist in building and executing a systemic, strategic process
6. Positive attitude
7. Strong administrative and computer skills
8. A willingness to do whatever it takes
9. Ability to obtain and organize data and information
10. Enjoys having fun while getting the job done
11. Ability to be flexible in response to unexpected change in work volume and staffing needs
12. Loves Jesus