

Grace Point Job Profile

Job Title: Next Gen Coordinator

Organizational Role:

- Reports to the Pastor of Student Ministry
- Salary, Full-Time (40 hours, weekly), Year-Round

Overall Purpose of this Job:

To provide leadership and direction in Grace Point's Student Ministry (6th – 12th grade), in coordination with the Pastor of Student Ministry.

Key Contribution Areas and Job Expectations:

- Oversees Sunday morning Bible Study by choosing a curriculum that is in line with Grace Point's values and mission
- Provides care and support to female students, referring to biblical counseling when needed
- Provides care and support to female Youth Leaders
- Coordinates student serving opportunities within Grace Point, the local community, and global missions
- Leads Youth Staff Volunteers through onboarding, training, and team meetings
- Serves as a secondary teacher alongside the Pastor of Student Ministry
- Supports smooth transitions between Children's Ministry, Student Ministry, and Young Adult Ministry
- Participates in weekly ministry staff meetings to stay aligned to the larger mission of Grace Point
- Contributes to worship services and other church ministries as needed
- Assists the Pastor of Student Ministries by supporting key ministry operations, relationships, and logistics to enhance overall effectiveness

Key Job Expectations Shared with Pastor of Student Ministry:

- Shares responsibility for conducting Youth Group gatherings on a rotating schedule
- Plans and organizes special events for the Student Ministry
- Invests in students relationally outside of church programming (e.g., school events, game night, coffee meetups)
- Equips students to grow as biblical leaders (Student Leadership)
- Actively involved in all student retreats
- Maintains consistent communication with students through card ministry and digital platforms
- Assists in worship services and contributes to broader church ministries as needed
- Engages in regular communication with parents and provides pastoral guidance regarding their child's spiritual and personal development

- Shares “On Call” responsibilities for student-related matters
- Recruits, trains, and equips volunteers
- Effectively communicates to students, volunteers, and parents the overall vision of the ministry, as well as specific programming details.
- Shepherds monthly leadership meetings to equip, train, and disciple youth staff.
- Implements a spiritual development strategy following the Portrait of a Fully-Committed Follower.

Education / Required Skills

- Bachelor’s degree in Ministry, Education, or a related field (or equivalent experience in a church or parachurch setting).
- 1–3 years of experience in youth or family ministry, with a proven ability to engage and disciple middle and high school students.
- Strong leadership and team-building skills, including the ability to recruit, equip, and care for both adult and student volunteers.
- Clear and effective communication skills, both written and verbal, with strong organizational abilities for managing events, curriculum, and volunteer scheduling.

Other Considerations:

- Must be a female