

Job posting:	Director of Student Ministries
Position type:	Full time; exempt
General schedule:	Sun – Thu (inc. some evenings and Saturdays) Occasional week or weekend long retreats Mission trips and camps during the summer

Summary

For a Christian, work should never just be work. It should be an integral part of how we serve God, His Kingdom, and our community. That is what you will find in a career at St. Martin's Episcopal Church!

We are seeking a deeply committed, energetic and loving Christian, rooted in the Biblical and historic Faith, to help lead our teens to become and grow disciples of Jesus Christ. The Director of Student Ministries at St Martin's will have a passion for getting to know students, building relationships, and journeying alongside young people as they explore and deepen their faith through their middle and high school years.

If you are an experienced leader with a keen sense of fun, and you are committed to raising up young people in the Episcopal church, St Martin's may be the home church for you.

Essential Functions

1. Oversees the Student Ministries program and supervises the department.
2. Manages diligently all financial resources and designated facilities (e.g., plans yearly budgets, delegates tasks, oversees purchases and care of equipment and supplies, etc.)
3. Develops and implements ministry structures to effectively transition students from one grade level to the next including high school and beyond.
4. Develops and implements a comprehensive strategy for contact and communication with students and their families.
5. Develops a parent ministry team and meets with them regularly for support, guidance, and input.
6. Supervises special events including but not limited to Student Ministry mission trips, retreats, and Summer Days.
7. Meets periodically with executive leadership, ministry directors, and associate priest maintaining excellent relationships of mutual support and understanding.
8. Provides monthly statistical reports to the vice-rector, and attends program staff meetings, vestry meetings and retreats, as requested.
9. Liaises and communicates clearly with the rector, vestry, clergy, church staff, volunteer leaders, students and their families.
10. Represents the church by serving on appropriate committees and organizations in the community and diocese.
11. Performs other duties as assigned.

Skills and Qualifications

- Must be committed to St. Martin's mission and core values.

- Has a strong personal commitment to follow Christ, a genuine passion for ministering to students and their families, and an appreciation for the richness of the Episcopal tradition.
- Gifted communicator with a warm, engaging manner who is empowered by being part of the team he/she leads.
- Has an active approach to programs and relationship building.
- Passionate for ministry administration.

Education and Experience

- Bachelor's degree in any field and 5 years of relevant work experience.
- Three years supervising employees and/or volunteers.
- Considerable experience in ministry, program management and leading through organizational change.
- High level of computer literacy with intermediate computer skills in Word, Excel and Outlook.
- Some formal theological training, public speaking and teaching experience preferred.
- Flexibility, good humor, and creative problem solving is essential.

Benefits

As part of St. Martin's family, employees not only receive a comprehensive benefits package that includes generous time off, fantastic retirement contributions, medical, dental and vision insurance; they also get the opportunity to work with a Holy Spirit led team.

Due to the nature and context of this role, only Christian applicants who align with the Episcopal tradition will be considered. Please email your cover letter and resume to recruiter@stmartinsepiscopal.org