New Horizon Church
3002 W. Bloomington Road, Champaign, IL 61822
217-359-8909 • NewHorizonChurch.org

Job Description: ***Director of High School Ministry***
rev. 2.12.26

Hours: Part-time, up to 10 hours per week

New Horizon's Commission: *"Love God, Love Others, Make Disciples"*

New Horizon's Vision: *"Becoming the premier disciple-making church in Champaign County."*

A Vision for this Position. NH's Director of High School Ministry will gather, engage and develop high school students for a lifetime of *Loving God, Loving Others, and Making Disciples.* This includes helping students embrace a Biblical worldview, develop fruitful prayer lives, follow the leadership of the Holy Spirit, discover God's vocational calling upon their lives, and live godly, contagious and reproductive lives for God's Kingdom.

Personal Traits. NH's Director of High School Ministry will be a self-professing and passionate Christ-follower, eager to love, serve, engage, encourage and help students and their families know and grow in Jesus. The Fruit of God's Spirit must be evident—love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control. A strong work ethic is to be demonstrated, including willingness to humbly serve, stay the course and go the distance. Those joining NH's staff must be team players who seek the benefit of NH and God's Kingdom.

Personal Self-Care. NH is committed to healthy staff members who care for their own souls as they lead others. Personal faith in Christ is key, and faithful personal spiritual disciplines are expected, including weekly worship and group involvement at NH.

Professional Responsibility. NH's Director of High School Ministry will:

- **Mission & Vision.** Develop ministry in keeping with NH's Commission & Vision (stated above).
- **Represent.** Represent Jesus and NH well at work and at home, privately and publicly, 24/7/365.
- **Staff participation.** Serve as an active member of NH's larger staff, including periodic staff gatherings. Form collegial working relationships with other age-level ministry directors for coordinated disciple-making, volunteer recruitment and training, etc.
- **Churchwide events.** Help create and participate in ministry during periodic churchwide initiatives, emphases and events.
- **Administrative.** Responsible for recording and submitting work hours, creating and managing budget, tracking attendance, communications, etc.
- **Networking.** Taking advantage of relationships with leaders inside and outside NH to expand ministry effectiveness and opportunities.
- **Onboarding & Staff Covenant.** All incoming staff members will receive comprehensive onboarding and training, including detailed expectations related to their specific job. All staff member are asked to agree to and sign NH's Staff Covenant.

High School Ministry Expectations. NH anticipates the following:

- **Weekly PM high school youth group.** Sundays have worked historically. A consistent, weekly gathering encourages relationships, inviting, disciple-making, etc. Dependable weekly student ministry is critical for attracting and retaining families with high school students.
- **Disciple-making content.** Excellence in disciple-making content for high school students is essential. A wide variety of materials are available from various sources, and staff members are permitted to create their own materials in conversation with pastor staff.

- **Extracurricular high school opportunities & events.** Other student ministry opportunities permit further outreach and disciple-making: serving at NH, on/offsite small groups, service projects, etc.
- **Summer opportunities & events.** Summer provides unique opportunities for gathering and disciple-making: summer camp, mission work, recreational events, etc.
- **Teams & Volunteers.** Recruit, train, develop and deploy teams of volunteers and parents to carry out ministry.
- **Safety & Security.** Provide protocol and training for safe ministry and spaces. All adult workers will be appropriately certified, including background checks and periodic reviews.
- **Communications.** Develop various means of promoting and communicating clearly with students, parents, volunteers, staff and our general church.

Qualifications, Education & Experience

- A record of active church participation in worship, discipleship, serving and leadership.
- Experience in leading student ministry.
- Strong people and relationship skills for building relationships with students and families.
- Strong verbal and communication skills.
- A willingness to team with and learn from staff, colleagues, volunteers and parents.
- College degree preferred but not required. Ongoing formal and continuing education is essential.
- Technology, athletic, art, musical skills, etc. are welcomed.
- A willingness to become a member of New Horizon Church.

Hours and Working Environment

- Part-time work with hourly wage, up to 10 hour per week. Includes weekly youth group, relating to students and families on Sunday mornings, staff interactions, periodic churchwide events, prep time, extracurricular time with students, etc. *Compensation for overnight and extended events will be negotiated.*
- NH provides office and meeting space.

Reporting Relationship

The NH Director of High School Ministries reports to the Lead Pastor and is accountable to the NH HR Team.

New Horizon Job Description Approval and Staff Member Receipt

Approved by HR Team	Date:	Chairperson:
Approved by Ad. Board	Date:	Chairperson:
Staff Member Signature	Date:	