



Prince of Peace Lutheran Church  
13801 Fairview Drive • Burnsville MN. 55337  
popmn.org

## JOB DESCRIPTION

### Student Ministries Director

**Reports to: Director of Family Ministry Status: Full Time**

**Who We Are:** Prince of Peace Lutheran Church (POP), is an ELCA congregation of 5,600 members located in the southern Twin Cities suburb of Burnsville, MN. At our core we seek to see the Gospel transform lives. We do this through providing robust mission opportunities through our onsite food shelf and dental clinic, providing thought provoking sermon series, traditional and contemporary worship geared for excellence, and learning and personal growth opportunities for all ages.

All new hires are filtered through a lens of organizational culture fit. To that end, all staff are expected to live into and embrace the following core values:

1. **Dedication and Passionate** in service of the Gospel of Jesus Christ; increasing *trust* through *collaboration* that builds *honest vulnerability*, sustaining our dedication and passion for the Gospel of Jesus Christ.
2. **Innovative** for the purpose of reaching more people with the Gospel of Jesus Christ that *empowers* staff ownership that seeks *accountability*.
3. **Dependable** in our fulfilling work expectations while engaged in *grace* filled relationships with staff, volunteers, and members.
4. **Relational and Personable** in all our interactions; treating one another with *equity* and *respect*.
5. **Lead with Yes** to create open pathways for the Gospel of Jesus Christ to thrive in our lives while being open to other *perspectives* than our own.

**Job Summary:** The Student Ministries Director is responsible for providing opportunities through age-appropriate programs for middle and high school aged students and their small groups to engage more deeply in experiencing the presence of God by fostering community, participating in and leading student ministry worship, and providing opportunities to serve, grow, and worship together.

#### Essential Functions:

- Lead 6<sup>th</sup> – 12<sup>th</sup> grade ministry including confirmation and high school ministry.
- Partner with Family Ministry team to implement curriculum in large and small group environments.
- Plan and lead the Student Ministry small group process.
- Plan and lead large group opportunities.

- Partner with Family Ministry team and Worship Arts team to schedule worship leaders for students.
- Work with the Family Ministry team to recruit, train, and support small group leaders.
- Work with Family Ministry team and other relevant staff to plan and coordinate special ministry events, mission and service trips, and camps as needed.
- Work with Family Ministry team to select and provide camp opportunities in partnership with relevant denominational and parachurch ministries.
- Work with Communications Team and Curriculum Coordinator to create excellent communications via email and social media.
- Integrate Student Ministry at appropriate age transition, content topics, and service opportunities with other ministry areas at Prince of Peace.

**Core Competencies:**

- Able to relate well with students and their parents.
- Able to bring energy and excitement to ministry.
- Relational with individual students and able to lead large ministry systems.
- Excellent written, oral, and digital communication skills.
- Demonstrated ability to identify and administer processes and procedures for effective and productive accomplishment of objectives.
- Respect for the value of volunteers and confidentiality of information.
- Committed to a faith-filled life

**Other Responsibilities:**

- Attends and participates in weekly staff meetings and chapel.
- Works collaboratively with the entire POP team and provides support as needed to other POP ministries.
- Other duties as assigned.

**Minimum Qualifications:**

- 3-5 years of equipping experience in a large congregation, especially with regard to working with volunteers
- Bachelor's degree
- 3-5 years of experience in working with students

**Physical Requirements:**

- Ability to sit at the computer for several hours at a time.
- Ability to lift 40 lbs.
- Ability to twist, lift, bend and pull
- Ability to stand for up to 3 hours at a time
- This job regularly operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, and filing cabinets.
- This job occasionally occurs outside in all weather conditions in order to facilitate games and other experiences.

**Salary:** Commensurate with the candidate's experience and training.

**Benefits:** Full Time employees are eligible to participate in the company health plan, 403b plan and will receive a generous time off package that includes vacation, sick, and holiday time.

**Application: Email only.** Send resume and cover letter materials to Lauren Rathke, Human Resources Manager at [lrathke@popmn.org](mailto:lrathke@popmn.org)

Note: This job description is intended to describe the general nature and level of work to be performed and is not to be construed as an exhaustive list of responsibilities. Any statement contained herein does not establish a contract for employment and may be subject to change at the discretion of the employer.