



FIRST FREE  
CHURCH

## Student Ministries Programming Coordinator

Job Description

### Summary

The staff of Student Ministries strives to reach as many students as possible with the gospel of Christ. The Student Ministries Programming Coordinator works with other staff and volunteers to plan weekly and special events for Junior and Senior High students.

### Structure

The Student Ministries Programming Coordinator is a full-time, hourly position that requires a passion for creativity, outreach, and administration. The Student Ministries Programming Coordinator is part of the Student Ministries Team and reports directly to the Student Ministries Pastor.

### Responsibilities

#### Planning/Executing Outreach Events

- Develop organized systems for planning/executing/evaluating events.
- Collaborate with staff, volunteers, and students in creatively planning strategic events throughout the year.
- Lead staff and volunteers in executing retreats, camps, and event days throughout the year.
- Manage volunteer teams to execute fun and intentional events.
- Coordinate with the Communications Department on graphics, promos, and any additional marketing material for events.
- Manage events/programming budgets.
- Work with the Executive Assistant of Family Ministries on details regarding camps, retreats, and other special events.
- Attend Student Ministry Staff meetings.
- Participate in Student Ministry services on a regular basis

#### Leadership

- Lead Programming Team of high school students in improving Wednesday night environments for students.
- Regularly reach out to larger churches across the country for fresh ideas on improving our ministry environments.

- Cast vision that creates excitement for activities in Student Ministries.
- Provide encouragement to Programming Team members on a regular basis.

## Personal Qualifications

### Character and Commitment

- Demonstrates genuine love for Jesus, and delights in seeing students come to know him.
- Champions the doctrine, mission, and vision of First Free Church.
- Champions Student Ministries Values.
- Has a passion for discipling students.
- Practices personal evangelism and discipleship.
- Displays energy and optimism because of a personal daily walk with Jesus.
- Regularly participates in an adult small group at the church.
- Advocates for church leadership by communicating positive, Christ-centered vision to volunteers/students.
- Makes a habit of researching other ministries to gain fresh insights and ideas.
- Committed to faithful giving according to biblical principles.
- Committed to following the guidelines and policies outlined in the First Free Employee Guidebook.

### Minimum Qualifications

- Four-year college degree or greater. Seminary or formal Bible training preferred.
- Prefer a minimum of two years working in student ministry.
- Proven experience planning/executing events for large groups of people.
- Strong organizational and planning skills for directing volunteers and staff members.
- Strong interpersonal skills.

### Good Things to Know

- Our church family has a strong history of supporting ministry to teenagers!
- Our church is a well-resourced, Gospel-centered community passionate about being on mission in our local community.. We are rapidly adapting to the needs of our culture, and believe that we are poised to exponentially grow our impact for God's Kingdom in the years to come.
- The Student Ministries team loves to have fun, hang out with students, and think creatively.
- Our leadership team believes in giving people permission to fail. We take wise risks and do not shy away from bold ideas. Our core message of the gospel stays the same but our methods change to more effectively communicate the gospel in a changing culture. We constantly seek to adapt our approach to minister to our students in the best way possible.