

Woodlake United Methodist Church

Our mission is to make the love of Jesus accessible to all, even if it means digging a hole in a roof! (Mark 2:1-12)

Position Title:	NextGen Middle School Director			
Department/Group:	NextGen Ministries	Position Type:	Exempt, Part-Time, 25 hrs.	
Location:	Woodlake UMC Campus	Travel Required:	Yes	
Position Description				
<p>The NextGen Middle School Director oversees programs and special events for sixth-eighth graders in our Middle School Ministry program.</p> <p>ROLES AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> In collaboration with and under the direction of the NextGen High School Director, design and execute Middle School Ministries (MSM) and ensure alignment with Church mission and overall strategy <ul style="list-style-type: none"> MSM activities include weekly programming, mission trips, small groups, retreats, and special events Provide staff support for the confirmation process for 7th-12th graders in collaboration with the High School Ministry Director and volunteer leaders. Recruit and empower volunteers with support from the NextGen Admin. Functions out of a thriving faith story to provide spiritual leadership to ministry volunteers. Keeps the vision of making the love of Jesus accessible to all the primary ministry goal. Build relationships and ensure regular communication with MSM parents to provide information and resources to support spiritual growth at home Support Children's and High School Ministry (HSM) activities, as needed Assist in the creation and maintenance of a youth budget and coordinate fundraising efforts as needed. Uphold the child protection policy <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> Bachelor's Degree in Education, Religion or related field, preferred 2+ years' experience in youth ministry or related field <p>PREFERRED SKILLS</p> <ul style="list-style-type: none"> Strong organizational and administration skills, including the ability to prioritize work Strong oral communication skills Excellent leadership, teamwork and interpersonal skills, demonstrates positivity and optimism Creative and resourceful, ability to think outside the box 				
DISCIPLESHIP EXPECTATIONS				
We expect our staff to be engaged disciples of Jesus Christ. At Woodlake UMC, discipleship is based on the following five words.				
<p>WORSHIP</p> <ul style="list-style-type: none"> Attend weekend worship 42 times a year Practice gratitude daily 	<p>GROW</p> <ul style="list-style-type: none"> Engage in a small group or class at least one time per year Pray and read the Bible daily 	<p>SERVE</p> <ul style="list-style-type: none"> Serve one per month (inside or outside Woodlake UMC) Perform daily acts of kindness and justice 	<p>GIVE</p> <ul style="list-style-type: none"> Give financially to the church with the goal of tithing Practice generosity daily 	
<p>SHARE</p> <ul style="list-style-type: none"> Invite 5 people to Woodlake UMC each year Prepare daily to share your faith 				
ADDITIONAL NOTES				
<p>Physical Demands The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this Job, the employee is regularly required to talk or hear. The employee must regularly lift and /or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.</p>				

REVISION HISTORY:

- Moved to new template, addition of discipleship expectations, 2/2021
- Updated to harmonize with High School Ministries (HSM) position due to the addition of Director of Discipleship position 10/2021
- Revised to PT 11/2023