

**East Cooper Baptist Church**  
**Job Description**

**Job Title:** Senior High School Pastor/Director

**Status:** Exempt/Salaried Full-time

**Prepared By/Date:** Glenn Lister/Feb 2006 (Revision Andy Boyer/Aug 2008)

**Approved By/Date:** Pending

**Position Description**

Responsible for directing, overseeing and management of high school ministries and including leadership, staff and volunteers. This pastor sets ministerial goals and evaluates the effectiveness of the ministry's materials, programs and events to relate and witness to high school students in order to communicate the gospel and equip students to develop their gifts and talents to impact those in their influence for the gospel, consistent with the Church's doctrinal beliefs and purposes.

**Organizational Status**

This position reports to the Equipping Pastor, then to the Senior Pastor and, ultimately, to the Church elders.

**Working Relationships**

Works directly with the pastoral team and Elders to direct and evaluate high school ministerial goals. Works indirectly with the Middle School Pastor to ensure conformity and transition of student ministries. Directly supervises and evaluates High School Ministry staff and volunteer leaders.

**Roles and Responsibilities**

- Oversight of all high school ministries.
- Development of ministerial goals and materials, in cooperation with Equipping Pastor and elders.
- Active member of high school ministry teaching team
- Mobilize relational ministry to students by modeling relational ministry
- Instruction, collaboration and supervision of senior high staff and volunteers.
- Interaction, information and reporting to student's parents.
- Communication of information regarding programs and events.
- Financial management of ministry budget.
- Weekly staff meetings with high school staff and with Church ministerial staff.
- Collaboration with Para-church ministries where appropriate.

### **Key Performance Indicators**

- Effectiveness of ministry's compliance with mission statement and ECBC leadership directives
- Development of volunteer leaders
- Development of student leaders
- Development of student talents and gifts
- Effectiveness of financial management of ministry

### **Qualifications and Requirements**

- A passionate love for the Lord and high school students
- A high degree of conviction about the primacy of the scriptures in student ministry.
- Ability of teach the Bible to high school students
- Relational gifts that foster personal connection with students
- University graduation in biblical studies (Post-Graduate degree a plus).
- Individual must possess a minimum of 2 years of successful leadership of large student ministry.
- High degree of technical expertise in computer skills a plus.
- Ability to lead and motivate diverse groups of people – students, parents, volunteers and ministry associates
- Exhibit excellent written, verbal and interpersonal communication skills.