

Job Title: Preteen Pastor (4th – 6th Grade)

Reports to: Senior Pastor

40+ hours per week

Church-wide Attendance: 1,250



PERSONAL QUALIFICATIONS:

1. A gifted leader passionate about coordinating, planning and organizing ministry for preteens.
2. An authentic Christ-follower with the ability to relate to preteens, adult leaders and parents.
3. A person who strives for excellence in all he/she does.
4. Someone who pays close attention to details without overlooking the value of people.
5. Experience in Preteen Ministry, training in elementary or related area.
6. Bachelor degree from an Accredited College in related field.
7. Current Teaching License preferred but not required.

GENERAL RESPONSIBILITIES:

1. Cast vision for the Preteen Ministry.
2. Write or acquire all Preteen Ministry programming.
3. Coordinate monthly curriculum and lead lessons during Saturday and Sunday weekend services.
4. Develop new events to draw preteens and their parents to facilitate growth throughout Delaware and surrounding counties.
5. Gather and oversee Preteen volunteers (i.e. Preteen Mentors, security guards and check-in volunteers).
6. Conduct Preteen Ministry staff meetings, attend Senior Management Team and Creative Arts Team weekly meetings as well as monthly with all staff meetings.
7. Plan and manage logistics for special events (i.e.: SERVE, volunteer trainings, etc.).
8. Maintain necessary skills through continuing education and specialized training.
9. Provide oversight to SERVE planning team.
10. Oversee the scheduling and promotion of preteen calendar and events.
11. Plan and oversee sixth grade graduation weekend.
12. Partner with Kids@UC and Oneighty leadership regarding curriculum, vision and strategy for synergy.
13. Assist with the planning and coordination FX (Family Night).
14. On an annual basis, submit budget for Preteen Ministry.

SECONDARY DUTIES AND RESPONSIBILITIES:

Other duties, responsibilities, and/or ministries may be negotiated, acquired or assigned dependent upon experience, gifting, and abilities.

Submit Résumé To: Candace Ford at ford@unionchapel.com