

ST MARTIN'S EPISCOPAL CHURCH

POSITION: Director of Student Ministries

STATUS: Full-time, Exempt

REPORTING TO: Associate for Christian Education

SUMMARY/OBJECTIVE

The Director of Student Ministries supports the Church by providing leadership and oversight for a cohesive Student Ministries program focused on Worship, Discipleship, Fellowship, and Outreach. This role leads the spiritual formation and development of middle school and high school students, building meaningful relationships with students and families while journeying alongside young people as they explore and deepen their faith in Christ.

The Director will oversee the Student Ministries team and volunteers, equip ministry leaders, and collaborate with clergy, church leadership, and families to create engaging programs, classes, retreats, worship experiences, and mission opportunities. This individual must be committed to the Mission and Core Values of St. Martin's Episcopal Church and to the Christian faith as affirmed by the worldwide Anglican Communion.

ESSENTIAL FUNCTIONS

1. To glorify God every day by affirming and valuing the Christian faith as affirmed by the worldwide Anglican Communion which emphasizes the Holy Scriptures as the primary authority and guide for individual faith and practice.
2. Provide vision, leadership, and strategic direction for the Student Ministries team, programs, initiatives, and departmental operations.
3. Supervise, mentor, and develop Student Ministries staff, interns, and volunteer teams, fostering a culture of discipleship and alignment with departmental goals.
4. Oversee the planning, implementation, and evaluation of ministry programs, events, retreats, mission opportunities, and discipleship initiatives for middle school and high school students.
5. Develop and implement long-term ministry strategies, including systems and structures that support the spiritual formation, discipleship pathway, and transition of students through middle school, high school, graduation, and beyond.
6. Cultivate and maintain strong relationships with students, parents, volunteers, clergy, and church leadership in support of the overall mission of Student Ministries.
7. Establish and oversee communication systems and strategies that effectively engage students, parents, volunteers, and the broader church community.
8. Develop, oversee, and steward departmental budgets, financial resources, facilities, and ministry assets diligently.
9. Lead parent engagement initiatives that encourage partnership, support, and discipleship within families, equipping parents together to be the primary faith influences in their homes.
10. Identify and equip a team of adult volunteers for student ministries, and a parent team that meets regularly for support, guidance, and input.
11. Identify and equip youth to be leaders for student ministries, children's ministries, and the wider parish.
12. Collaborate regularly with clergy, executive leadership, ministry directors, and church staff to ensure alignment with the mission, vision, and strategic priorities of the Church.
13. Provide regular departmental communication, reports, ministry metrics, and strategic assessments to the rector, vestry, and designated church leadership groups as requested.

14. Represent the church within the diocese and broader community through participation in appropriate committees, partnerships, and ministry networks.
15. Performs other duties as assigned.

COMPETENCIES

Competencies required of this role:

- Provides visionary leadership and strategic direction.
- Demonstrates strong spiritual maturity and leadership.
- Communicate effectively with staff of all levels and students.
- Effectively manages multiple priorities, adapts well to change, and navigates ambiguity.
- Develops leaders, equips volunteers, and fosters collaboration and accountability within ministry teams.
- Builds and maintains strong, Christ-centered relationships with students, families, volunteers, clergy, and church staff.

INDICATORS OF SUCCESS

Several of the most critical aspects of this role include:

- Has a strong personal commitment to follow Christ, a genuine passion for ministering to students and their families, and an appreciation for the richness of the Episcopal tradition.
- Communication with students, parents, volunteers, clergy, and church leadership is proactive, clear, and timely.
- Ministry operations, budgets, facilities, and resources are managed responsibly and effectively.
- Strong relationships are cultivated across the congregation, diocesan community, and ministry partnerships.
- Students are equipped and encouraged to be engaged at St. Martin's, actively participating and taking meaningful roles in a variety of ministry areas.
- Parents are equipped and encouraged to be the primary faith influencers in their children's lives, and a strong, engaged community of parents is built that seeks to raise their children together to know, love, and follow Jesus as Lord and Savior in the fellowship of the church.
- Gifted communicator with a warm, engaging manner who is empowered by being part of a team.

SUPERVISORY RESPONSIBILITIES

This position is responsible for supervising the Student Ministries personnel.

WORK ENVIRONMENT

Work occurs on campus and at offsite locations including mission sites (domestic and foreign), retreat centers, airports, lodging facilities, and high-traffic public spaces. Regular use of standard office equipment is required.

MENTAL & PHYSICAL DEMANDS

The mental and physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to identify, communicate, detect, and easily remember things. The employee is frequently required to rise, move, ascend/descend stairs, position self, and sit; operate a computer and other office equipment; obtain objects at arm's length distance; and transport up to 50 lbs.

The employee is required to perform under circumstances of emotional stress, such as, but not limited to, stress from work deadlines, employee and parent complaints, noise, distractions, work complexity, competing priorities, and understaffing.

EDUCATION AND EXPERIENCE

- Bachelor's degree in Youth Ministry, Christian Education, or a related field required. Equivalent ministry experience may be considered.
- Minimum of five years of relevant ministry or leadership experience, including at least three years of employee and/or volunteer supervisory experience.
- Demonstrated experience in ministry leadership, program development, organizational management, and leading through change.
- High level of computer literacy with intermediate computer skills in Word, Excel, and Outlook.
- Formal theological training, as well as experience in teaching, public speaking, and discipleship ministry, preferred.