

# Position Description: Girls' Discipleship Director

- Instructions:** Please send resume (include picture and references) and all other pertinent documents to Drew Lints - [dlints@v7pc.org](mailto:dlints@v7pc.org)
- Schedule:** Full Time
- Start Date:** Our ideal start date would be by the end of Summer or shortly thereafter.
- Reports to:** Pastor of Students and Families
- Manages:** Small group ministry of Jr. & Sr. High in partnership with Guys' Discipleship Director
- Purpose:** To successfully coordinate the strategy of having Village Seven engage her female students in a way consistent with our vision and values, working alongside the parents, Student Ministry Staff, and adult volunteers.

## I. Qualifications

### A. Calling

1. Articulates and evidences a clear call from God to the ministry, with a specific leading to student ministry.
2. If married, spouse agrees with and eagerly supports this calling.
3. Is committed to a long-term relationship to Village Seven and its student ministry.

### B. Personal Life

1. Operates from a deep conviction of the primacy and the authority of God's Word in life and ministry.
2. Convinced of and demonstrates the absolute necessity of practicing the means of grace.
3. Is convinced of and has demonstrated the necessity of a morally pure life.
4. Is committed to the Reformed faith as summarized in the Westminster Confession of Faith.

### C. Character

1. Humble, teachable and eager to support a team in its ministry and work.
2. Is respected by peers who hold her accountable and provide stimulation for personal growth and ministry.
3. Demonstrates a servant heart.
4. Reflects a positive attitude.
5. Leads by modeling.
6. Is known as a lover of people.
7. Is transparent, vulnerable, and accountable in personal relationships.
8. Demonstrates initiative.
9. Can easily relate to students and parents of different backgrounds.
10. Demonstrates cultural and contextual sensitivity.

### D. Competencies

1. Has demonstrated ability in creating an environment of grace.
2. Believes that evangelism and discipleship are foundational for student ministry – demonstrating on-going effectiveness in seeing non-believers coming to faith and following-up new believers.
3. Has demonstrated ability in equipping volunteers and students to do the work of ministry.
4. Possesses depth and skill in ministering the Word, both in group and individual settings.
5. Displays strength in discipleship, shepherding, and wisdom.
6. Demonstrates an ability to relate to students and volunteers in a culturally relevant way.
7. Demonstrates a relational ministry style.
8. Proven ability to recruit, train, and work with volunteers.
9. Committed to reconciling any known broken relationships.
10. Operates as a team player with other aspects of the student ministry, the church staff, and the community.

#### **E. Experience**

1. Has shown the ability to recruit and develop a team.
2. Has been actively involved in ministry to students (either paid or volunteer).
3. Has had experiences successfully discipling girls one-to-one.
4. Has been disciplined one-to-one.
5. Has been mentored in one-to-one discipleship.

## **II. Responsibilities**

### **A. Help carry out the student ministry core vision.**

1. Spiritual
  - a. Maintain a vibrant relationship with Jesus.
  - b. Actively engaged in the means of grace.
  - c. Be involved with ladies who will support and hold her accountable.
2. Program Leadership
  - a. Be visible, available and approachable at every youth event and at most church-wide events.
  - b. Teach when requested and needed.
  - c. Oversight, support and coordination of girls' small group ministry, in partnership with the Guys' Discipleship Coordinator.
  - d. Assist in planning or lead/plan all camps and retreats.
3. Volunteer Leadership
  - a. Assist in recruiting and training strong female volunteers and parental involvement in the Student Ministry.
  - b. Move intentionally toward girl leaders with goal to support, nurture and listen.
    - 1.) Meet with one-on-one regularly
    - 2.) Phone calls and e-mails consistently

- 3.) Have leaders fill out group evaluations each month in order to keep a pulse on each group.
      - i. Fill out at youth volunteer meetings
  - c. Help with supervision and nurture of interns.
    - 1.) Meet with female interns weekly for accountability and spiritual growth
- 4. Contact and Outreach
  - a. Contact junior and senior high girls through programs, activities, events and one-on-ones.
  - b. Reach out to the un-churched students of our community, in partnership with parents and other ministries of the church and community.
    - 1.) Personally
    - 2.) By events and programs
    - 3.) By exposure at other schools (i.e., chapel talks, lunch visits, game attendance)
    - 4.) By training V7 female students to effectively relate to their un-churched friends.
    - 5.) Develop outreach plan of service to community
- 5. Staff Training
  - a. One-on-one meeting with Pastor of Students and Families
    - 1.) To strengthen relationship through “pulse checking”, prayer, growth (through Scripture or a book).
  - b. All Youth Staff meetings once a week
    - 1.) To plan youth activities each week, as well as big events coming up
    - 2.) To cover administrative issues as a team
    - 3.) To strengthen team relationships through prayer and life sharing.
  - c. Regular youth staff retreats
- 6. Other
  - a. Annual evaluations, done with the Pastor of Students and Families to learn areas of weakness and be encouraged in strengths.