



NEXTGEN Director

OVERVIEW

The full-time NextGen director will be responsible for developing, coordinating, and administering an effective and comprehensive ministry for children and youth, birth through 12th grade, to support [Centerville Presbyterian Church's](#) mission to experience the transformational love of Jesus through authentic community.

ESSENTIAL FUNCTIONS

RELATIONAL LEADERSHIP

- Build volunteer teams: Recruit, onboard, coach, equip, and empower a team of volunteer leaders. Implement an ongoing program of training, care, and connection through regularly scheduled gatherings, individual connections, and regular written communication.
- Cultivate a safe and welcoming environment between children, students, and volunteer leaders, leading all to experience a healthy, Jesus-centered, authentic community.
- Grow relational connections with children, students, and families (inside and outside the congregation) through presence at events and strategic meet-ups. Encourage volunteer leaders to do likewise.
- Facilitate and nurture active collaboration with the staff from Tri-Cities Young Life and Wyldlife.

STRATEGIC LEADERSHIP

- Create and lead a comprehensive, relevant, and developmentally appropriate ministry formation program that engages a growing number of children, youth, and their families on a consistent basis.
- Create and execute milestone events that resource and empower parents to consistently disciple their children and youth.
- Plan, execute, and promote periodic community outreach events that reinforce an outward facing vision.

OPERATIONAL LEADERSHIP

- Build and execute a volunteer onboarding process, including application and background checks, pre-service training, and ongoing training to maximize effectiveness in the role.
- Support volunteers through timely delivery of lesson plans, providing materials, and ensuring ministry spaces are set up before scheduled ministry.
- Maintain and update volunteer and participant databases, event calendars, relevant church website content, registration forms, and compliance documents.
- Steward the physical care and oversight of the ministry areas, ensuring organized, updated, and inviting environments. Advocate and cast vision for capital improvements as needs become apparent.
- Create, submit, and adhere to an annual ministry budget.

COLLABORATION

- Ensure ministry programs align to and support the vision and mission of the church.
- Actively participate in weekly staff Bible study and meetings.
- Align to established systems, protocols, schedules, and communication norms.
- Lead monthly children and youth committee meetings.
- Submit a monthly update to Session, reporting on ministry goals, activities, wins, and challenges.

QUALIFICATIONS

- Committed, mature believer and growing follower of Jesus Christ.
- College degree or equivalent experience youth and family ministry, or related field. Seminary education preferred.
- Proven ability to work in a team setting, collaborating with staff and committee members.
- Motivated and self-disciplined, with demonstrated execution and time management skills.
- Demonstrated experience in building and leading volunteer teams.
- Effective written and verbal communication skills, including public speaking.
- Engages in a regular rhythm of personal spiritual disciplines.
- Aligns with the [Evangelical Presbyterian reformed tradition](#) and theology and [Centerville's statement of faith](#).

OTHER SPECIFICATIONS:

- Reports to: Senior pastor
- Position: Full time, exempt
- Work Schedule: Typical schedule is Sunday through Thursday, with some evenings and early mornings required, 40 hours/week.
- Compensation: Competitive \$80,000
- Benefits: *Medical, dental, cell phone and supply allowance, professional development allowance, vacation and sick leave*

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