



Position Title: Westside Student Girls Coordinator

Reports to: Student Director

Status: Full-Time (Sunday–Thursday)

Overview

Westside is a 20-year-old church of 1,100 members in west Atlanta, seeking to embody and preview the Kingdom of God from Buckhead to Bankhead. Our core values are: Prize the Heart, Embody Grace, Aim for Restoration, Cultivate Place, and Embrace Limitations.

Role Summary

The Student Girls Coordinator assists the Student Director in the discipleship of students (grades 6–12) by coordinating, planning, and executing Student Ministry events; investing in students relationally; and equipping volunteers to disciple effectively.

Key Responsibilities:

Student Discipleship

- Build relationships and disciple students of the same gender
- Lead or co-lead a small group
- Teach regularly in student environments
- Partner with parents and pursue outreach to unchurched students
- Actively engage in all student events

Leadership & Volunteers

- Collaborate with staff and attend meetings
- Recruit, train, and support volunteers
- Maintain communication and proper staffing for events
- Ensure adherence to safety policies
- Assist with intern recruitment and oversight

Administration & Operations

- Support planning and logistics for events, retreats, and trips
- Manage scheduling, communication, and curriculum distribution
- Maintain organization of materials and systems (Planning Center, SharePoint)
- Oversee student check-in and volunteer coordination
- Assist with social media and ministry communication

Qualifications

Beliefs & Skills

- Alignment with Westside’s theology and mission
- Humble, relational, and team-oriented
- Strong in discipleship, leadership, and communication
- Organized, proactive, and able to manage multiple responsibilities
- Proven initiative and ability to assess situations and take appropriate action

Experience

- Ideally, 2 years of experience discipling students and developing volunteers
- Proven ability to teach and apply biblical truth
- Bachelor’s degree preferred

Spiritual & Personal

- Demonstrate a growing relationship with Jesus and commitment to Westside’s mission
- Participate in worship, team life, and ongoing training

To apply, email Lewis@AtlantaWestside.org, your resume along with a short video (no more than five minutes) describing how you came to know the Lord and why you want to serve students.