



**Position Title:** Westside Student 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 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](mailto: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.**