

OVERVIEW

The Next Gen Ministry Coordinator is responsible for overseeing their respective ministry area and volunteers to encourage and equip mature disciples of Jesus who live on mission wherever they are. This paid part-time position is voted on by the congregation and reports to the Lead Pastor.

**Next Gen Ministry encompasses Kids and Youth*

QUALIFICATIONS + QUALITIES

- Have an active, growing, and personal relationship with Christ.
- Have a clear call from God to lead others and a passion for discipling others.
- Sees Next Gen Ministry as a foundational ministry within the context of the local church and desires to strengthen families by providing opportunities to disciple children to grow and mature in Christ.
- Be able to effectively communicate the Gospel and any written and spoken communications required for the position.
- Be reliable, self-motivated, and well-organized.
- Be a team player — able to collaborate, cooperate, and communicate well in a team environment and maintain confidentiality.
- Be proficient in basic computer skills, general software and information systems.
- Willing to build relationships within the church and the community at large.

RESPONSIBILITIES

- Works alongside Pastors, Staff, and other ministries to provide a cohesive discipleship strategy so that our young people can believe, belong and become who God intends them to be.
- Coordinates dates for Next Gen Ministry events, discipleship opportunities, mission trips, and other outings that allow our young people to engage with one another and their faith.
- Maintains regular communication with Pastors and Next Gen Ministry Leaders about events, needs, requests, and other matters.

- Maintains an events calendar for Next Gen Ministries.
- Coordinates communication needs (announcements, social media posts, bulletin blurbs, service slides, etc.)
- Reserves transportation, spaces and buildings for Next Gen events.
- Works alongside the Youth & Kids Directors to ensure all volunteers are lined up for events (VBS, camps, holiday dinners), and that needed supplies/materials are provided.
- Collaborates with Youth & Kids Directors for camp needs – ensuring that scheduling and securing venue(s), funds, volunteers, and food is taking place.
- Coordinates the annual Valentine’s Day banquet.
- Coordinates Next Gen Special Sundays — Promotion Sunday (fall), Graduation Sunday (spring), etc.
- Assists in creating annual budgets for Next Gen Ministries and ensures proper tracking of expenses is taking place as well as that receipts/reports are being turned in timely to the church office.
- Orders supplies and materials for Next Gen ministries
- Attends quarterly meetings with the Youth and Kids Teams.
- Prepares for, attends and actively participates in Staff Meetings.

FINANCIAL COMPENSATION

\$X,XXX/year or \$XXX/week – will be released once approved by Finance on Sept. 16