



POSITION DESCRIPTION

POSITION TITLE: Student Ministry Assistant

BUSINESS UNIT	DEPARTMENT:	JOB CLASSIFICATION:	EMPLOYMENT STATUS:
Southbrook Church	Ministry	_ Full-Time <input checked="" type="checkbox"/> Part-Time	_ Exempt <input checked="" type="checkbox"/> Non-Exempt
DATE OF ISSUE:		DATE OF REVISION:	PAGES: 1 of 2

SCOPE OF POSITION:

This position reports directly to the Student Ministry Pastor and is a member of the Staff.

- Mission – Helping people “Connect and Grow with God!!”
- Vision – To be a church that develops Christ-centered individuals and churches that transform our communities.
- Values – Grow Spiritually/Serve Graciously/Live Generously
- Focus:
 - 1) Real relationships with Jesus.
 - 2) Healthy relationships with others
 - 3) Community partnerships

BASIC FUNCTION:

This 20 hour position will take responsibility for various aspects of Student Ministry, helping us grow and expand current ministry programs and reach new students. Candidates must have the ability to build adult volunteer teams and engage with students and their families. This position will work closely with the current Student Pastor as well as various volunteers and other staff members.

ESSENTIAL JOB DUTIES AND RESPONSIBILITY

Expand Student Ministry outreach through multiple methods including, but not limited to:

1. Building relationships through attending school functions
2. Creating and maintaining a digital presence beyond what we have now- developing digital communities and initiatives to reach students and young adults
3. Develop a team who will build relationships through the different outreach methods in order to help bridge the transition of new students and young adults into our physical community a digital front door for students and young adults including, but not limited to:
 - a. Maintaining someone to stream and interact with viewers during content (ex. Ignite Large Group Nights)
 - b. Creating and maintaining a YouTube presence incorporated into a Student Ministry page that is formatted in a way to encompass what it means to be a follower of Jesus as well as how to take next steps into community to be disciplined

Share and divide current physical community responsibilities with the current Student Pastor including, but not limited to:

1. Leading and developing current and future leaders and volunteers
2. Planning and executing Large Group
3. Transitioning students into small groups for discipleship
4. Supporting other aspects of the ministry: missions, retreats, fundraisers, camp, worship, etc.
5. Building relationships with new families

POSITION REQUIREMENTS/SKILLS:

1. A growing Christian faith and character.
2. Understanding of and willingness to serve within the doctrinal commitments of the church.
3. A commitment to the mission of the church.
4. A continuous learner through personal study, conferences, ongoing schooling.
5. A teachable self-starter.

EQUIPMENT/TOOLS OPERATED AND/OR WORKED FROM:

Proficient skill in operation of basic office equipment, which includes phone, copiers, PC/Apple, cell phone as well audiovisual equipment for training/presentations.

PHYSICAL/ENVIRONMENTAL FACTORS: Office Environment

DISCLAIMER: This positions description and its contents are representative and not exhaustive of what may be required of an employee in this position. Southbrook reserves the right to revise and/or eliminate any position as well as the information contained herein.

Southbrook Church and Franklin Background:

Southbrook is an economically diverse church that serves Southeastern Wisconsin. An intentional church plant from Elmbrook Church, our first service was April of 1998. We are currently in our 4th expansion in 10 years, renovating our office space and adding a Worship Center that can seat up to 1000. Southbrook is unique in that our largest growth is coming from those who have a cultural Catholic and Lutheran background. 75% of our people have come in the past five years and for many this is their first evangelical church experience.

Southbrook places a high value on serving our local communities, building and establishing relationships with other churches, and creating a welcoming environment for those who are new to church.

Franklin, Wisconsin is located in Milwaukee County and has a population of approximately 36,000 people. The median age is 41.3 and the median household income is \$73,148. Franklin is primarily a residential community for people who work in the greater Milwaukee area. The city's public schools are highly rated and its crime rate is low. Approximately half of Southbrook's attendance, upwards of 900 on a weekend, comes from the City of Franklin, with the rest coming from Oak Creek, Muskego, Greendale and other surrounding communities.

**Individuals interested in applying for the position should send a cover letter and resume to:
Jobs@SouthbrookMinistries.org**