



# Middle School Ministry Director Job Description

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<b>Position Title</b>	<b>Department/Ministry</b>
Middle School Ministry Director	Family Ministries/Student Ministries
<b>Supervisor Position Title</b>	<b>Work Location</b>
Student Pastor	Main Campus
<b>Position Classification</b>	<b>Employee Status</b>
Exempt	Regular Full-Time

### **Position Summary:**

The Middle School Ministry Director will support the goals of the student ministry by working closely with the Student Pastor to lead and disciple students from 9 to 14 years old. This role will primarily focus on the ministry's operational, relational, spiritual, and teaching responsibilities, helping to organize events, mentor students, train volunteers, lead lessons, prepare sermons, and equip parents. The ideal candidate will have a passion for student discipleship, a humble approach to leadership, presenting biblical truths, and connecting with students and their families.

### **Essential Duties and Responsibilities:**

- Coordinate with the Student Pastor to create engaging weekly programming, teaching, and discipleship efforts.
- Assist in planning and leading events such as retreats, camps, impact trips, outreach events, VBX, and young adult gatherings.
- Help develop and oversee small group ministries, ensuring students are connected to life-giving, age-appropriate groups.
- Build relationships with students through consistent involvement in their lives, including attending school events, leading small groups, and providing spiritual guidance.
- Assist in developing student leadership programs and mentoring key student leaders.
- Provide pastoral care to students, helping with spiritual questions, emotional support, and guidance during times of need.
- Recruit, train, and equip small group leaders and volunteers to serve in various areas of the student ministry.

- Provide ongoing support, mentorship, and coaching to volunteers, ensuring they are well-prepared and empowered to disciple students.
- Coordinate logistics for events, camps, mission trips, and weekly programs, including communication with students, parents, and volunteers.
- Assist in managing the student ministry budget, purchasing supplies, and organizing event registrations.
- Work with the Student Pastor to communicate effectively with parents, keeping them informed about student ministry activities, goals, and opportunities for involvement.
- Assist in organizing parent meetings, volunteer appreciation events, and family-oriented activities that connect parents to the ministry.
- Work closely with other church staff and ministry teams to foster a unified approach to student and family ministry.
- Participate in staff meetings, worship services, and other church events as needed to support the overall church mission.

**Minimum Qualifications (Knowledge, Skills, and Abilities):**

Education and Experience:

- Bachelor's Degree (B.A. or B.S.) preferred
- 2 years of related experience and/or training preferred
- Equivalent combination of education and experience

Knowledge and Skills:

- Ability to effectively communicate in written and verbal form before groups of volunteers, church members, or staff.
- Understand how theology applies to the developmental stages of adolescence and young adulthood. The ability to connect doctrine with practical application in students' everyday lives.
- Create authentic, trusting relationships with students to offer guidance, accountability, and mentorship. This also involves working with parents to support the students' growth.
- Effectively work alongside the lead student pastor, church staff, volunteers, and other ministry leaders. Ability to collaborate, communicate effectively, and be flexible in team settings.
- Understand how to respond to crises that may affect students, including personal, relational, or spiritual crises. This could involve mental health issues, family emergencies, or issues with safety.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Must have knowledge and ability to use technology.

- Expected work week Sunday –Thursday. This position does require evening and weekend hours.

Licenses, Registrations, and Certificates:

- Current Driver's License
- Ordination or willingness to complete the ordination process through the Church of God

**Spiritual Requirements:**

- Regular involvement in County Line Church activities and events.
- Signed acknowledgment of County Line Church's Statement of Faith and Staff Lifestyle Agreement.
- Signed acknowledgment of policies and procedures as stated in County Line's employee handbook.
- Living out the spiritual principles outlined in the Staff Lifestyle Agreement, participation in a small group;
- Tithing consistently, attending worship services, being involved in outreach, following Christ personally and passionately, and having sexual purity.

**Physical Requirements:**

- Has the ability to function independently.
- Has the physical ability to lift 25 pounds (with or without assistance).
- This position also may require long periods of standing up and walking.

To apply, please send your resume to Allison Carnahan, Director of Operations, at [acarnahan@countylinechurch.org](mailto:acarnahan@countylinechurch.org) on or before July 1, 2026.