



JOB DESCRIPTION

Job Title: Global Student Director

Position reports to: Global Family Ministries Director

Department: Family Ministries

Level: Full Time

Date Prepared: 7/2023

I. **Purpose of the Job:**

Be the driving force behind the Citygate Students Department, providing visionary leadership and pastoral care to ensure seamless and impactful operations. As the go-to person for both internal and external matters, you'll be at the forefront of leading and managing the staff and Crew of the Citygate Students. Your creative brilliance will shape cutting-edge, life-changing discipleship and operations, making a lasting impact on the lives of students and families.

II. **Leadership Responsibilities:**

● **Weekly Responsibilities (before Sunday)**

- Develop a discipleship plan that reflects the teaching of Citygate Church
- Remain in tune with the current cultural landscape in regards to trends, influences and challenges for students and families.
- Oversee and develop all internal and external communication that represents the Citygate Students department.
- Maintain strong communication and relationship with Global Family Ministries Director and Senior Pastor to ensure the vision of the Senior Pastor is implemented in all aspects of Citygate Students.
- In coordination with Global Family Ministries Director, lead in the overall development, implementation, and management of Citygate Students staff and crew.
- Directly supervise Campus Students Directors and together work with other program staff to build their skills and confidence so that they can mentor, encourage, and motivate crew and students.
- Assist and guide Campus Students Directors on how to troubleshoot program and staff performance challenges. Train and mentor directors on how to proactively engage in planning to improve program management.
- Deploy staff resources efficiently and effectively toward organizational goals; working with staff to balance workload and effort and provide regular feedback so that key staff can continuously improve their supervision and mentoring skills.
- Create and support a high performing culture across programs adhering to Citygate Church core values.
- Develop a team-based environment to motivate and inspire staff to work collaboratively toward vision and goal, by clearly communicating the church vision, implementing yearly staff development plans and mentoring.
- Forward thinking calendar management

● **Sunday Responsibilities**

- Observe departments routinely
- Connect with new families
- Available to support departments before, during services, & after for any needs that arise
- Serve as a Culture Carrier

● **Monthly Responsibilities .**

- Create a monthly serve and mtg schedule for the department.
 - Monthly training with your departments to train, cast vision, and build community
 - Stay 4 months ahead on up and coming church and community events
 - Nominate and celebrate Crew Leaders and members monthly
- **Special Events Responsibilities**
 - Budget management for Citygate Student events

III. **Experience and Knowledge Required:**

- Valid Driver's license
- High School diploma or equivalent
- 2-3 years of high-level leadership experience
- Excellent verbal and written communication skills as well as time management
- Superior interpersonal skills working with a variety of people from Crew members to parents to students.
- Must be able to lift 10 lbs
- The ability to think and act independently with a high degree of professionalism, discretion, and confidentiality
- Self- Motivated with the ability to work without supervision and able to set & achieve goal
- Must possess basic computer skills
- High proficiency in Microsoft Office, Google Drive, Planning Center and Rock RMS preferred.
- Ability to receive and understand vision and ensure execution and quality
- Able to adapt and lead through change with enthusiasm and a positivity
- Ability to communicate detailed instructions, and the ability to supervise multiple projects effectively
- Demonstrates exceptional composure under pressure
- Experience with problem solving and conflict resolution
- Ability to create, analyze and maintain systems and project budgets
- Experience in casting vision on how to communicate the Gospel through various means to students at various ages.
- Ability to articulate and implement the vision of Citygate Church.
- Demonstrated understanding and commitment to working in culturally diverse settings

IV. **Core Values in Daily Life:**

- Attitude of Honor- Show reverence to God and others by practicing stewardship, pursuing excellence, and embracing a lifestyle aligned with the Citygate Honor Code.
- More Requires More- Demonstrate a servant's attitude by prioritizing unity, actively contributing, and demonstrating unwavering commitment to establishing a culture aligned with Kingdom principles.
- Take the Limits Off- Pursue spiritual growth through the gifts of the Holy Spirit, foster a mindset of creative and innovative thinking to dream big dreams and take big risks.
- Loyal to the Future- Clearly called by God to embrace and advance Citygate Church's vision, demonstrate loyalty through generous contributions of time, talent, and resources to shape the future of our local body of Christ.