



JOB DESCRIPTION

BILINGUAL STUDENT MINISTRY COORDINATOR

The Bilingual Student Ministry Coordinator at Custer Road United Methodist Church shall be a person of genuine and deepening Christian character, willing to grow as a loyal participant of a ministry team, able to work and communicate well and cultivate trust with other people in a growing congregation.

PURPOSE: The purpose of the Bilingual Student Ministry Coordinator is to prepare for Sunday afternoon and Sunday evening Spanish Student Ministry programming, build relationships with students, and work as a team member with the other Student Ministry staff, Student Leadership Team, Student Ministry volunteers, and the CR1 Discipleship Team. This person will help grow our Spanish Student Ministry and build a bridge between Spanish-speaking and English-speaking students through relationship building and strategic planning.

HOURS: The Bilingual Student Ministry Coordinator position is a part-time non-exempt position and is governed by Custer Road UMC's Employee Handbook. This expected time commitment is 25 hours per week, and may include some evenings, overnight trips, and holidays. It will include a Sunday commitment. Compensation will be commensurate with experience.

STAFF SUPERVISION: Reports to Director of CRStudents.

RESPONSIBILITIES: In conformity with Custer Road's policies and procedures as well as those contained in the United Methodist Book of Discipline, the position responsibilities will include those generally described below, but may not be limited to the following:

- ◆ Develop and maintain relationships with Spanish-speaking and English-speaking students and families during programming and outside scheduled programming, including sports activities, performances and informal meetups.
- ◆ Follow Ministry Safe policies and maintain appropriate boundaries at all times.
- ◆ Develop and maintain relationships with Student Ministry and Spanish Ministry volunteers.
- ◆ Participate in leadership and set up/tear down for Sunday afternoon Spanish Student Ministry with the Coordinator of Spanish Discipleship, and Sunday evening Student Ministry programming with the Director of CRStudents.
- ◆ Assure Spanish-speaking students get connected with English-speaking students.
- ◆ Brainstorm and assist in executing innovative ideas/games/experiences for the students for Sundays, retreats, and mission trips.
- ◆ Nurture students' faith through preaching once a month in student worship and having faith conversations with students.
- ◆ Help create a culture of invitation, a place where students want to be and feel belonging.
- ◆ Any other duties as assigned by Director of CRStudents.

QUALIFICATIONS/REQUIREMENTS:

- ◆ Must be a person of deep Christian faith and integrity. Must model being a disciple of Jesus through actions, words, and lifestyle.

- ◆ Must be bilingual and fluent in English and Spanish, both spoken and written.
- ◆ Must have a passion for Student Ministry, and be highly relational.
- ◆ Must have strong interpersonal skills with the ability to relate to today's teen culture.
- ◆ Must be effective in one-on-one conversation, as well as comfortable in large group speaking.
- ◆ Must be comfortable mentoring primarily to a male student body and Spanish-speaking students.
- ◆ Must embrace a collaborative approach and work well in a team environment.
- ◆ Must possess a working knowledge of United Methodist theology.
- ◆ Must have experience with and knowledge of Microsoft Office products.
- ◆ Must be able to use and maintain a variety of social networking platforms.
- ◆ Must have the ability to work in a high-energy environment, lift 50 pounds, and move freely for long periods of time.

TOP REASONS TO WORK WITH US:

- ◆ Custer Road is a large church that is stable and growing.
- ◆ Collaborative teams that embrace people from other cultures.
- ◆ Ministry and professional growth.
- ◆ Great workplace and ministry environment.