

# Student Leader Coordinator

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Department: Family Ministry

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## **JOB SUMMARY:**

The Student Leader Coordinator is responsible for the recruitment, equipping, care and development of the Student SGL team, while assisting the Student Director in vision casting, planning and executing the Student Ministry Program.

**REPORTS TO:** Student Director

## **RESPONSIBILITIES AND DUTIES:**

- Develop a coaching structure to assist with the care of SGL's
- Recruitment of SGL's
- Provide ongoing training/development of SGL's throughout the year through 1/1's and group coaching
- Primary vision caster and inspirational communicator to student SGL team
- Coordinate SGL teams & schedules, providing "subs" when necessary
- Equipping SGL's so that they have what they need to be successful on a Wednesday night (curriculum, materials, instructions)
- Assist Student Director with insight, preparation, logistics and execution of Student Night and student events.
- Be the liaison to Next Steps Director for making sure all volunteer teams are assembled and equipped for success on Wednesday nights (food team, welcome team, security, etc.)
- Be a member of the Family Ministry Leadership Team
- Other duties as necessary

## **SKILLS AND REQUIREMENTS:**

- Mature Christian with a growing relationship with Jesus Christ
- Excellent team building & interpersonal skills
- Excellent verbal and written communication skills
- Strong organizational and administrative skills
- Any combination of the following spiritual gifts: leadership, teaching, discernment, care, encouragement, service
- Ability to recognize and maintain confidentiality as appropriate
- Passion for developing leaders

## **EXPECTATION OF STAFF:**

- Christ-centered behavior, treating people with dignity, respect, compassion and integrity.
- Successful completion of background check.
- Regular attendee of Browncroft weekend services.
- Pleasant and professional personality and appearance.
- Regular involvement in Browncroft Activities, ministries and events.
- Attendance at all mandatory meetings and events as needed.
- Adhere to policies and procedures as state in Browncroft Employee Handbook.