



Title: **High School Staff**

Mission and Purpose: InterVarsity staff members walk with young people on their journey from early childhood, through teenage years and into their late twenties, seeking to foster authentic communities at camp, high school, college and university, and in the workplace.

High School staff provide pastoral care and leadership to develop our ministry on assigned high school or youth ministry areas. In this role you will translate your passion for developing disciples and introducing students to Jesus by growing student leaders. You will bring vision and heart to see students discover Jesus, live undivided lives, foster engaged thinking, embrace global vision, and grow in influence, as you supervise and mentor a team of student leaders in partnership with other staff in the area.

Reports to: Director of High School and Youth Ministry

Internal Relationships:

- ❑ Partner with other staff members on a local team. This may include high school ministry staff, campus staff, camp staff and workplace staff.
- ❑ Partner with other HSM staff in your region or Canada.
- ❑ Resourced by members of the National Resource Team and National Leadership team.

External Relationships:

- ❑ Partner with student leaders.
- ❑ Nurture a network of ministry partners who serve in a variety of roles as elders, volunteers, prayer partners, donors or advocates for the ministry of InterVarsity.
- ❑ Participate as a recognized member of a local church.
- ❑ Represent and connect InterVarsity to the community and local youth ministry networks

Personal Development/Discipleship

- ❑ Be a growing and developing disciple of Jesus Christ.
- ❑ Furthering InterVarsity's vision and values.
- ❑ Growing in expertise related to job assignment.
- ❑ Be a life-long learner who seeks to live an undivided life in Christ.
- ❑ Grow and foster relationships with ministry partners

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Key Responsibilities

Visionary and Strategic Pastoral Leadership

- ❑ Develop a strategic vision and plan for your assigned area/high school to grow InterVarsity's ministry by establishing a strong and vibrant fellowship that grows and introduces non-believers to Jesus.
- ❑ Support InterVarsity's mission by imparting vision, advancing training for staff and students, and by recruiting and training staff and student leaders.
- ❑ Model risk taking in faith, character development, evangelism, scripture study and pastoral care for student leaders and students.

Develop student leaders.

- ❑ Mentor and disciple student leaders, developing their capacity and growth as disciples.
- ❑ Provide biblical and theological reflection on ministry issues pertaining to student leaders and students in being fully committed followers of Jesus Christ.
- ❑ Establish annual key goals/outcomes for student leaders and ministry area in terms of the following three strategic ministry priorities: building witnessing communities, developing servant leaders, and increasing operational capacity

Develop Systems and carry out administrative duties and requirements

- ❑ Ensure that systems are in place within each fellowship for managing contact information and communicating with students
- ❑ Reply to emails and messages in a timely manner.
- ❑ Ensure there is a good follow-up system in place for new students who express interest in joining the group.
- ❑ Adhere to national policies, procedures and reporting requirements, such as filling out incident reports, filling out required review/plan documents, and submitting expense reports.
- ❑ Maintain sound financial status through management of expense/income according to current approved budget.

Relate with ministry partners: Building a ministry partnership team is an integral part of being in ministry. InterVarsity is committed to providing training and coaching that ensures success in Ministry Partnerships Development.

- ❑ Build relationships with other Christian leaders and organizations in the city, and partner with local churches. Establish relationship with the local youth pastors' network. Develop and maintain relationship with other stakeholders and advocates.
- ❑ Communicate regularly with ministry partners, through newsletters, church presentations, and other gatherings.
- ❑ Raise required funds for personal operating budget. The financial support will cover the costs of the staff salary and ministry expenses.
- ❑ Partner with other staff members in regional fundraising initiatives.
- ❑ Build a good relationship with teacher sponsors and school principals (high school ministry).

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- ❑ Recruit, screen, train and supervise volunteers. Provide leadership to volunteer team.

Qualifications: Skills

& Abilities

- ❑ Evidence of spiritual gifting in either leadership or pastoring.
- ❑ Biblical, theological, and spiritual acuity and maturity.
- ❑ Proven ability to initiate activities and accomplish goals.
- ❑ Ability to build a team, and work in collaboration with others.
- ❑ Excellent people skills, including strong oral and written communication and ability to relate cross-culturally.
- ❑ Willingness to learn from others.
- ❑ Skills in using technology and social media to communicate with young people.
- ❑ Skills in time management and organization.
- ❑ Experience and/or willingness in personal fundraising and ministry partnership relationship building.
- ❑ Ability to network in ways that lead to partnership development in the areas of prayer, financial giving and volunteering.

Education and Experience

- ❑ Holds an undergraduate degree.
- ❑ A minimum of 2 years of field-related experience in student ministry, including as a student leader or volunteer

Key Outcomes:

- ❑ A healthy fellowship with sustainable recruitment, student leadership, and volunteer involvement is established at each school or group.
- ❑ Through participation in the fellowship, students discover Jesus, live undivided lives, foster engaged thinking, embrace global engagement, and grow in influence.
- ❑ New students join the groups. Youth who have been involved in InterVarsity camps and outreach find belonging in a high school ministry fellowship.
- Partnership with other organizations and the local church is strengthened.