



EASTLAKE CHURCH JOB DESCRIPTION

Job Title: High School Pastor

Level: Salary

Department: Student Ministry

Status: Full Time

Reports To: Student Ministries Pastor

Issue/Revision Date: February 2024

Hours: 40 Hours

General Functions:

The High School Pastor provides leadership and spiritual care for EastLake Church's ministry to high school students (grades 9 through 12), their families, and a team of volunteers. This individual will be responsible for helping create a safe and engaging environment that encourages spiritual and numerical growth, community, and service among high school students.

- A love for high school students and an ability to form appropriate relationships with them.
- Effectively and promptly communicate and collaborate with staff, volunteers, students, families, and ministry partners.
- Strategic ministry planner with the ability to maintain and execute a high school ministry calendar.
- Able to perform high quality, detailed work with minimum supervision within assigned deadlines.
- Ability to work collaboratively in a team environment.

Supervision Received:

Reports directly to the Student Ministries Pastor. Employee seeks authorization for broad scope of tasks.

Scope & Dimensions:

Interacts with all staff, volunteers, and students to create relevant, fun and engaging student experience. Love Jesus and call themselves Christ-followers. As well as the following:

- Embrace a high biblical standard of personal conduct and lifestyle.
- Agree to and adhere to the church's statement of faith and leadership commitments.
- Embodies EastLake Church's values as a full participant in the life of the church.

Essential Responsibilities:

- **Relational:** Build relationships with high school students during weekly services and growth groups as well as outside of church through lunch clubs and turf visits.
- **Discipleship:** Shepherd and inspire students, families, and volunteers to be fully devoted followers of Jesus; teach and lead in small and large group settings high school weekend programs.
- **Programming:** Plan and execute engaging and relevant high school services, events, and programs that facilitate spiritual growth and connection.
- **Communication:** Utilize various communication channels (email, social media, etc.) to keep students and parents informed about upcoming events and services as well as develop and implement a strategy for social media engagement.
- **Volunteers:** Recruit, train, and support a team of volunteer leaders to serve in various capacities within high school programs and at camp.
- **Curriculum & Teaching:** Contribute to the curriculum development of the high school ministry by implementing Orange lesson plans, small group guides, and discipleship experiences as well as teaching in high school 2+ times per month.



- **Camps:** Assist in all elements of Summer and Winter Camp planning, registration, and execution including attending both camps in a lead counselor capacity.

Experience And Educational Requirements:

1. Bachelor's degree in ministry/theology or currently pursuing a degree in ministry/theology (Preferred)
2. Previous experience in student ministry or pastoral roles.
3. Excellent communication and interpersonal skills.
4. Strong organizational and leadership skills.
5. Media Skills: Ability to work comfortably within Google Suite, Canva, and Instagram. Other platforms you will learn are ProPresenter, Planning Center, Nexonia, and Rock Church Database.

Additional Responsibilities:

1. Additional duties as assigned.

Working Conditions/Physical Requirements:

1. Mobile – In and out of office to ensure task completion
2. Church staff is required to abide by the Cultural Expectations (tithe, church attendance, conduct, etc.)

Terms of Employment:

- As a staff person at Eastlake Community Church, I agree to abide by all the provisions of the Employee Handbook.
- The Church reserves the right, at any time, with or without notice, to alter or change job responsibilities, reassign or transfer job positions, or assign additional job responsibilities.
- The Church classifies this position as a full-time paid position and is eligible for benefits including health insurance, dental, vision, life, and 403B retirement.

Supervisor: _____ Date: _____

Employee _____ Date: _____

Lead Pastor _____ Date: _____