



2400 Banwell Road,  
Windsor, ON N8P 1X9

## **POSITION DESCRIPTION: DIRECTOR OF NEXT-GENERATION MINISTRIES**

### Who We Are:

Banwell Community Church (BCC) is affiliated with the Canadian Baptists of Ontario and Quebec (CBOQ) and is made up of 200+ active members and another 200+ adherents; currently, the church is staffed by a Lead Pastor, an Administrative Assistant, a Youth & Family Ministries Aide, and a Caretaker. Recent growth in the “Under 30” age bracket has necessitated a formal search for a Director of Next-Generation Ministries; currently, this age bracket is made up of 25 young adults, 20 youth, 30 school-age children, 9 mid-week participants, 10 pre-school children, and 6 infants.

### Advertisement Duration:

This advertisement will be active until a candidate is selected for the position. At that point, the Search Committee will close the advertisement.

### General Accountability:

The “Director of Next-Generation Ministries” shall be accountable for leadership of the youth and young adult programs, as well as the oversight of all other “family ministries” at Banwell Community Church (BCC); the position may also oversee other miscellaneous areas of church ministry. Overall, it is the expectation that this individual will collaborate with the Lead Pastor in creating and fostering a culture of Christ-centeredness in the family unit; as a result, the candidate must be willing to act in step with the Lead Pastor’s vision. In training and transitioning kids to youth to young adults and young families, it is expected that the “Director of Next-Generation Ministries” will develop a long-term strategy for multi-generational discipleship at BCC.

### Background Information:

The programs most affecting the family unit (ie. Nursery / Preschool, Children’s Church, Kingdom Kids, Youth Group, Young Adults) are currently coordinated by our teams of committed and seasoned volunteers. The “Director of Next-Generation Ministries” will be given the freedom to envision, plan, prepare, and implement a “next-generation ministries” program. The current volunteer pool is made up of approximately 35 individuals (across all youth and family ministries).

### Organizational Structure:

It is expected that this position will primarily report to (but work alongside) the Lead Pastor. However, since Banwell Community Church is a committee-run organization, this position will also provide monthly reports to the Christian Growth & Nurture (CGN) Committee; any at-work grievances shall be brought to the attention of the Human Resources (HR) Committee.

## Education & Experience Expectations:

The incumbent will possess, at minimum:

- A Bachelor's degree from a Bible College in Canada or the U.S.A.;
- One year of relevant youth ministry leadership;
- One year of exposure to general family ministry;
- Five years of church involvement since first profession of faith;
- Three references (with at least one reference being from another church representative) validating that the candidate is above reproach in satisfying the specified criteria.

## Primary Roles and Responsibilities:

The following provides a general outline of the primary responsibilities associated with the position:

- Ongoing development of family programs (ie. Nursery / Preschool, Children's Church, Kingdom Kids, Youth Group, Young Adults, and other special events / programs occurring throughout the year);
- Oversight of "Nursery / Preschool", "Children's Church", and "Kingdom Kids" volunteer base; collaboration with staff and volunteers regarding potential improvements to these ministries;
- Primary leadership of the weekly Youth Ministry in collaboration with the existing volunteer base;
- Primary leadership of the weekly Young Adults Ministry in collaboration with the existing leaders;
- Relationship-building with church youth / families to mentor and guide through life circumstances; general spiritual oversight of the health of family faith;
- Training / scheduling of volunteers; step in when volunteers are unable to fulfill commitments;
- Ongoing development of "user's manual" for adherents interested in volunteering in family ministries;
- Weekly interaction and reporting at staff meetings; monthly reporting of family ministries updates at Christian Growth & Nurture (CGN) Committee meetings;
- Preparation and oversight of annual budgets impacting "next-generation ministries".

## Secondary Roles and Responsibilities:

The following provides a general outline of the secondary responsibilities associated with the position:

- Weekly vision meetings with Lead Pastor to identify milestones for personal spiritual growth;
- Monthly vision meetings with Lead Pastor to identify milestones for the church's spiritual growth;
- Preparation of quarterly personal professional development plan;
- Assist the Lead Pastor in achieving the milestones identified in monthly vision meetings;
- Provide technical support for organization's staff, volunteers, and small group leaders;
- Community outreach to secondary and post-secondary students;
- Encourage youth participation in Sunday services;
- Prepare Sunday service videos, lyrics, slides, etc. to supplement programming; apply content creation skills for outreach and information;
- Participate in the Sunday service (as needed);
- Communicate with volunteers / staff regarding changes to protocol and / or service structure.

Compensation: It is anticipated that the salary will range from **\$50,000 to \$60,000 per annum**, depending on the candidate's qualifications and experience; annual salary will be the basis for calculating all incentive, pension, and benefit obligations and entitlements.

- Benefits:** Group Life, Health, Dental, Long-Term Disability, and Employee Assistance Plan benefits are provided as part of this full-time offer of employment, as well as the opportunity to enroll in the Canadian Baptist Pension Plan (which is a defined contribution plan administered by CanadaLife Financial, calculated as a minimum of 6% of your salary and a 6% contribution by the church, for a total remittance of 12%). BCC is obligated to offer this Plan to its employees, but participation may be waived at the employee's request.
- Vacation Time:** Four calendar weeks' vacation (taken in one-week blocks) are to be mutually agreed upon with the Lead Pastor, Human Resources Committee, and the Christian Growth & Nurture Committee.
- Car Allowance:** When required to use your personal vehicle for church-related business, you may submit a record of mileage and apply to be remunerated at the approved mileage rate (which is currently \$0.60/km).
- Work Schedule:** Work schedule is to be flexibly coordinated with the Lead Pastor, Human Resources Committee, and the Christian Growth & Nurture Committee.
- Work Term:** Permanent, full-time position (minimum of 40 hours per week).
- Advancement:** Banwell Community Church is financially supportive of continued education, should the candidate wish to pursue any ministry-specific credentials or accreditations while employed by the church.

**Apply:** If interested in this advertised position, please send your resume, statement of faith, and a cover letter (addressing your candidacy and vision for next-generation ministries at BCC) to [searchcommittee.bcc@gmail.com](mailto:searchcommittee.bcc@gmail.com).