



# CROSSTOWN

## ALLIANCE CHURCH

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**Location:** Greater Rochester Area, NY (Greece and Walworth Campuses)

**Position:** Student Ministry Director & Worship Leader

**Hours:** Full-time (40 hours per week)

**Work Schedule:**

**Student Ministry Director:** (30 hours - 15 hours/ each campus) Primarily focused on leading youth group meetings at the Greece and Walworth campuses (schedule varies depending on campus) and discipling students, with some flexibility for program preparation, volunteer coordination, and student engagement. A flexible schedule is allowed as long as responsibilities are completed and approved by the supervisor at each campus.

**Worship Leader:** (10 hours) Approximately 3 to 4.5 hours on Sunday mornings (depending on the number of services at your campus) with the remaining 5.5 to 7 hours distributed throughout the week. A flexible schedule is allowed as long as responsibilities are completed and approved by the supervisor.

**Supervisors:**

**Worship Leader:** Walworth Campus Pastor

**Student Ministry Director:** Both Greece and Walworth Campus Pastors

**Job Summary:**

**Student Ministry Director (Both Greece and Walworth Campuses):** Plays a vital role in leading our Roots Student Ministry (grades 5th-12th) by creating a space where students can grow in their knowledge and love of Christ. This role focuses on leading youth group meetings, discipling students, and equipping volunteers to help students navigate their faith. With a heart for discipleship, the Student Ministry Leader will help build a strong, relational ministry environment where students are empowered to live out their faith and grow spiritually. The role also involves partnering with parents and volunteers to create an engaging, Christ-centered ministry that helps teens discover who God created them to be.

**Worship Leader (Walworth Campus):** Responsible for planning, preparing, and leading the music portion of the weekly worship service. Their primary focus is creating Christ-centered environments that invite all generations into the presence of Jesus through song and praise.

The Worship Leader will work closely with the Campus Pastor to develop worship service orders that effectively proclaim the Gospel and fit well with the sermon. Participation in special events and key services, such as Together Day, Easter, Christmas Eve, and Fall Kickoff, is an essential part of this role.

### **Areas of Responsibility:**

#### ***Student Ministry Director (Roots) (Both Greece and Walworth Campuses):***

##### Program Development & Administration

- Develop and implement curriculum for weekly youth group meetings and student-related events.
- Help manage and finalize an annual budget for the student ministry.

##### Volunteer Engagement

- Recruit, train, and equip a team of volunteers to support the student ministry.
- Maintain volunteer schedules to ensure proper coverage for youth meetings and events.
- Ensure all volunteers are background-checked and trained in student safety policies.
- Keep a positive, supportive team culture among volunteers, providing ongoing encouragement and support.

##### Student Discipleship & Engagement

- Build strong relationships with students within both campuses and their communities through contact time - ie. through sporting events, school plays, lunches, art shows, and other everyday moments.
- Facilitate one-on-one discipleship, small groups, and service projects to encourage spiritual growth.
- Be available to support students facing life challenges, offering biblical guidance.

##### Safety & Compliance

- Regularly review and enforce safety policies to create a secure environment for students and volunteers.
- Maintain records of volunteer background checks and child protection training.
- Ensure proper supervision during youth group events and ministry activities.

##### Event Planning & Special Programs

- Attend, and assist in coordinating, special events for students, such as all-campus Roots events, camps, retreats, youth mission trips, etc.

#### ***Worship Leader (Walworth Campus):***

##### Service Planning & Preparation

- Review the sermon summary sheet from the Lead Pastor and select worship songs that align with the theme of the messages.
- Collaborate with the Campus Pastor to plan weekly service orders using Planning Center.
- Provide necessary resources (e.g., chord sheets, setlists) to team members to ensure they are prepared for Sunday services.
- Coordinate with the tech ministry to ensure all Pro Presenter and soundboard needs are met.
- In collaboration with the Campus Pastor, evaluate new songs for theological soundness, singability, and overall fit for the congregation before incorporating them into the service.

#### Worship Leading

- Attend and lead worship for all Sunday morning services
- Plan and prepare smooth transitions between songs through Scripture reading, prayer, story, or testimony, to help lead the congregation into meaningful worship.
- Participate/Lead worship for special events and “big days” (e.g., Easter, Christmas Eve, Together Day, Fall Kickoff).

#### Team Development & Oversight

- Conduct auditions for individuals interested in joining the worship team.
- Organize and lead weekly practices for scheduled team members.
- Personally commit to and reinforce the CT worship team covenant among volunteers.

#### Volunteer Scheduling & Management

- Develop and maintain a rotating schedule for worship team members and tech volunteers.
- Encourage and support team members to grow in their skills and commitment to the ministry.

#### Requirements:

- Agree with Crosstown’s vision, values, and statement of beliefs. [Link to Beliefs](#)
- Demonstrate a growing relationship with Jesus Christ.
- Display appropriate and positive interactions with children and students.
- Complete a background check and adhere to the volunteer training manual.
- Take an active role in contributing to your local campus.
- Be willing to perform job-related tasks as assigned by your supervisor.

#### Qualifications and Skills:

- Proficient in reading music and chord charts.
- Skilled in leading vocally and playing an instrument (preferably guitar).

- Familiarity with Pro Presenter (presentation software) for inputting and editing slides is preferred but not required (training will be provided).
- Experience with worship technology, including sound systems, video, and lighting, is preferred but not required.
- Experience in using or willing to learn how to use church management software (i.e. Planning Center).
- Passion for helping children & students grow in their spiritual maturity.
- Strong communication skills to interact effectively with students, parents, and volunteers.
- Experience in leadership, team development, training, and volunteer management is preferred.
- Strong collaboration skills with the ability to work effectively with diverse teams.

We are excited to hear from you!

Please contact Joe Glover - Walworth Campus Pastor

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