**Title: Northview Students – 5th & 6th Grade Ministry Associate**

**Department: NV Students**

**Campus: Carmel**

**Supervisor: Campus Student Pastor**

**Category: Ministry Associate**

**Date Revised: August 15, 2019**

**Overview**

* Provide leadership to the 5th & 6th grade ministry at the Carmel Campus and support to the 5th & 6th Grade Pastor

**Weekend Responsibilities**

* Assisting the 5th & 6th Grade Pastor with executing weekend programming
* Providing leadership for guest services and welcoming first-time students and families
* Occasionally preaching and teaching during weekend services
* Occasionally emceeing and doing announcements, leading games, etc.

**Relational/Ministry Goals**

* Co-lead a table group
* Meet with freshman girls who are table leaders for care, mentoring, and discipleship (using Disciple2 or SOAP study method)
* Providing information, clarity, and care to students, parents, and families

**Office Tasks**

* Attend student ministry staff meetings on first and third Wednesday of the month
* Occasionally attend Carmel staff team meetings on Tuesdays
* Preparing all materials needed for weekend services
* Assist with first-time student follow-up
* Placing students into table groups on the Rock
* Assisting with other office-related duties as instructed by the Northview Students Pastor (this could include assisting the High School Director and 7th & 8th Grade Director as necessary)

**Expectations**

* Embody the cultural values of Northview Students and Northview Church
* Communicate absences to student pastor and co-leader(s)
* Get approval for vacation and other time off
* You are a Christian, daughter, full-time high school student, and ministry associate – in that order
* At times, you will be given information about Northview’s mission, leadership, or attenders that is confidential in nature. Please honor that confidentiality.
* Model unity and humility
* Love Jesus, love students, and love families!