



GIRLS MINISTRY LEAD ROLE DESCRIPTION

The Girls Ministry Lead works with the Student Ministries team to implement vision and goals while executing ministry strategies for high impact, high energy and highly relational girls ministry within Highpoint and Midpoint. The Girls Ministry Lead partners with the Student Ministries team by directly leading and building the girls community life ministry through mid-size teams and small groups. The Girls Ministry Lead teaches often, serves as the primary overseer of girls small group development and partners with the team to ensure that all students, volunteers and families are well-served.

RESPONSIBILITIES

Providing Strategic, Effective and Inspiring Girls Ministry within Student Ministries

- Develop and manage strategies and plans in alignment with ministry vision, priorities and goals for all girls ministries
- Build a strong culture within the Girls Ministry in alignment with staff values & love, serve, care

Partner with the Student Ministries Staff to Lead the Volunteer Recruitment and Development Strategy

- Implement the recruiting strategy to source highly engaging leaders for maximum impact
- Create community among leaders, fostering a sense of team
- Facilitate high-impact engaging training seminars for leadership development and practical training for maximum impact
- Cast vision regularly by sharing stories and celebrating wins
- Provide direction, care, support, prayer and coaching for teams within the girls ministry
- Serve as a resource to leaders for concerns or escalated matters

Ensure Girls Ministry Provides for Committed and Consistent Spiritual Growth

- Train Girls Small Group Leaders to facilitate highly relational and transformational groups that include fellowship, fun, connections, and community
- Ensure girls small group content and curriculum inspire life change
- Ensure volunteers follow up with students outside of regular meeting times
- Implement accountability systems to ensure each girls small group is flourishing

Support in Developing a High-Impact Student Ministries Service

- Assist in facilitating creative elements within the Student Ministries program (games, testimonies, etc.)
- Collaborate with team to ensure the program is within CHCC vision

Support the Student Ministries Team at All Events, Programming, and Activities

- Assist in facilitating creative elements within the Student Ministries program (games, testimonies, etc.)
- Assist with Midweek Programming
- Collaborate with the ministry team to understand the goal and requirements of the event
- Partner in the activities for all weekend events

Complete Administrative Responsibilities

- Maintain all appropriate administrative documentation (follow-up reports, etc.)
- Ensure screening, processing, and paperwork for designated volunteers
- Ensure CCB (online church database) is organized, accurate and up-to-date

Ensure Accurate, Timely Response to Communication Requests (Phone or Email)

- Manage email, voicemail and communication requests in a timely, thorough manner
- Build trust by maintaining confidence of information
- Respond to all communication with professionalism, discretion, and a service orientation

Serve as a Fantastic Teammate to Peers on the Student Ministry Team & Cross-Department

- Pursue and uphold relational unity with teammates
- Make assists for teammates to facilitate church-wide wins
- Place the team agenda before your own agenda
- Uphold the six core values of the staff culture below (exalt, praise, accountable, effort, empathy, and unity)

Perform Other Duties and Tasks as Assigned

Model Servant Leadership and Exhibit a Helpful, Joyful Attitude

Demonstrate a Commitment to Growth

- Receive and apply training and development from the Executive Pastor
- Attend department and all-staff meetings

REQUIREMENTS

- BA/BS and 2 years relevant experience, or an equivalent combination of education and experience
- Engaging communicator
- Verbal and written communication skills and experience
- Proficiency in Planning Center, MacOS, Spreadsheets, Presentation Software, Microsoft Office Suite
- Able to lift 50 lbs.

WHO WE ARE

As a staff family, we recognize God's calling on our lives to be co-laborers with Him, and we are so thankful that even though He doesn't need us, He desires to use us to accomplish His mission. We are faithfully committed to being all-in for what God wants to do through Cherry Hills Community Church in Highlands Ranch, Douglas County, across our state, throughout our nation and around the world.

At our core we are all about love.

- Love Up – Exalt & Praise – We exalt the Lord by prioritizing our personal relationship with Him & giving Him praise for all that He has done and continues to do.
- Love Down – Accountable & Effort – We are accountable to our teammates and honor them by giving our best effort in all that we do.

- Love Out – Empathy & Unity– We are empathetic towards one another, trusting rather than being suspicious and caring for their needs ahead of our own while speaking and acting in unity.

WHO YOU ARE

You Model a Growing and Vibrant Relationship with Christ

- Pursue full devotion to Christ and live the life we are inviting others to live
- Manifest the fruit of the Spirit in work habits and relationships
- Pursue spiritual growth through community and a daily (or almost daily) Biblical engagement
- Embody other-centered, servant-leadership in all interactions
- Reflect Christ's heart for reaching the spiritually lost

You Demonstrate Commitment to Cherry Hills Community Church

- Pursue church membership and live out the four commitments of active membership, which are wholehearted worship, daily Bible reading and reflection, pray for and pursue friendships with those who don't know Christ, and generously giving of your time, talent and treasure
- Be an active, engaged participant at weekend services and involved in community
- Serve at church-wide, all-hands-on-deck events (Examples: Christmas & Easter service, etc.)
- Participate in monthly Staff Chapels, Staff Teachings, and small group
- Accept and uphold Cherry Hills' [Statement of Our Faith](#)

SPIRITUAL GIFTS

God equips every Christ-follower with spiritual gifts to serve and strengthen the body of Christ and to partner with Him in the advancement of His kingdom.

The following gift is recommended for this role:

Leadership
Discipleship

Other gifts that may align well with this role include but are not limited to:

Evangelism
Shepherding

SUPERVISOR: Student Ministries Director

POSITION TYPE: Full-Time, Exempt

HOURS PER WEEK: 40 Hours

SALARY RANGE: \$35,732 - \$53,599

BENEFITS: Eligible Health, Dental, Vision, 403(b), Paid Vacation and Sick Leave