**Pacific Crossroads Church**

**LEADERSHIP POSITION DESCRIPTION**

Position Title: Director of Pacific Crossroads Church (PCC) NextGen\*

Reports to: Director of Care

Date Prepared: April 28, 2017

**Vision of PCC NextGen:**

The Next Generation Transformed by God, Renewing Families for Christ.

**Mission of PCC NextGen:**

By God's grace, we exist to gather the next generation to Christ, grow them in Christ, and send them to impact their community for Christ.

**Principal Function**

To lead Pacific Crossroads Church’s NextGen team (the staff of PCC Children and PCC Youth) in gathering, growing and sending the children and youth of Pacific Crossroads (ages 0-18). To accomplish this goal by

1. Providing executive oversight for the PCC Children’s Team (serving ages 0 – 4th grade), and
2. Providing executive oversight for the PCC Youth Team (serving 5th – 12th grade)

**Specific Responsibilities**

I. Lead Pacific Crossroads Church’s NextGen Team, including:

* Lead the PCC NextGen staff team in creating vision, mission, and strategic plans for PCC NextGen
* Lead the PCC NextGen team meetings (monthly, or as needed) to encourage staff, cast vision, develop staff, plan activities and review progress on strategic plan
* Work with Pacific Crossroads Church’s staff and pastors to provide pastoral care to families in need (including meeting with families as needed)
* Serve as a spokesman and enthusiastically promote PCC NextGen to the broader congregation
* Provide financial oversight for the PCC NextGen ministries, including overseeing the creation of annual budgets, reviewing monthly budget reports, and approving budget change requests
* Oversee the ongoing implementation of Safety Policies for Pacific Crossroads Children and Pacific Crossroads Youth
* Ensure staff are effectively communicating the vision, mission and program activities of PCC NextGen to the parents of children and youth
* Work with other pastors on staff to engage and equip parents on topics relevant to the Christian nurture and discipleship of their children and youth (family worship, handling discipline, etc.)
* Creating team members’ job descriptions and aligning those job descriptions with strategic goals

II. Provide Executive Oversight for Pacific Crossroads Church’s Children, including

* Supervise the Director of PCC Children, including:
  + Shepherding Children’s Ministry staff in their walk with Christ and their personal and professional development
* Meet weekly or every other week as needed to encourage, review progress on strategic goals, and plan
* Assist in selecting children’s curriculum which is Biblical, theologically sound, and engaging for the children
* Assist in planning teacher trainings that will be practical, engaging and Spiritually beneficial for CM teachers
* Conduct annual Performance Review for Director of PCC Children
* Assist in creating and implementing a staff development plan for the Director of PCC Children
* Work with Pastors in caring for and equipping the parents of PCC children
* Attend part of PCC Children’s Team weekly meeting and be accessible to PCC Children staff members

III. Provide Executive Oversight for PCC Youth, including

* Supervise the Director of PCC Youth, including:
* Shepherding PCC Youth staff in their walk with Christ and their personal and professional development
* Supervise PCC Youth staff in their work and progress on strategic goals
* Assist in developing a plan for discipling youth through regional small groups and Bible studies
* Assist and support Youth team in planning for Retreats which deepen the relationships PCC youth have with Christ and with one another (present vision is to have two per year)
* On occasion attend mission & service projects which engage students in serving Christ and their community (present vision is for a week-long project in the summer and shorter, one-day or half-day events during the year) to support Youth team
* Assist Director of Youth in researching all curriculum used in PCC Youth teaching venues
* Approve all curriculum uses in PCC Youth teaching venues
* Assist in developing a structure that connects leaders to youth
* Assist Director of Youth in integrating/incorporating youth into the life of the church
* Attend part of the PCC Youth’s Team weekly meeting and be accessible to the PCC Youth staff members

IV. Other Responsibilities

* Maintain a vital and growing personal walk with the Lord through committed Bible Study, prayer and meditation
* Be a member of Pacific Crossroads Church, or plan to become one within 2 months of employment
* Attend all of the weekly worship services at Pacific Crossroads.

By God’s grace, we covenant to fulfill the words written on these pages with joy, humility, dependency, honesty and grace in the power of Christ’s gospel and by his Spirit.

To apply, submit a résumé and cover letter to Marie Peterson, [Marie@PacificCrossroads.org](mailto:Marie@PacificCrossroads.org), subject: **Director of PCC NextGen**.