

JOB DESCRIPTION – New Hope Presbyterian Church, Green Bay WI

July 26, 2017

Position: Director of Congregational Life Ministries

Primary Role: To be used of God in the Outreach activities and Enfolding opportunities within the congregation of New Hope Presbyterian church and throughout the surrounding communities.

Purpose: To pursue opportunities to reach the lost in the Green Bay community and to engage and enfold those who visit New Hope, with the goal of 100% engagement of all attenders and members. He will encourage the building of relationships among individuals, groups, and families of New Hope, and endeavor to assimilate those who are new to the church. He will participate in Session-assigned teams/committees, teach Christian Ed classes as appropriate, assist in other administrative duties within the church, as needed, and grow personally, professionally, spiritually, etc.

Qualifications:

- A male believer in Jesus Christ with a bachelor's degree preferred or equivalent experience
- Called and gifted in outreach ministries, relationship building and discipleship training.
- Familiar with and submitted to the Westminster Confession of Faith.
- Previous experience in leading groups and program development, motivating people to tasks, and mentoring them

Accountability: This man will report to the Senior Pastor under the supervision of the Session.

Responsibilities include the following:

- Work with the Senior Pastor in shepherding and meeting the needs of the congregation
- Develop and oversee practical Evangelism and Outreach programs, building off the programs already established at New Hope
- Develop and oversee Enfolding programs which essentially means having all who attend New Hope to be engaged and involved and growing in their walk with God
- Support and encourage the Youth Programs at New Hope
- Be the church leader for Missions activities – both locally and globally
- Exhort from the pulpit as appropriate
- Other duties as assigned by the Senior Pastor or Session

Hours: This is a full time position.

Since this is a new role at New Hope Presbyterian Church, the following additional information may prove helpful in the candidate screening process. Below are selected skills and attributes that the Session has deemed critical for the success of this role.

Proven Skills and Previous Experiences:

- Passion for reaching the lost
- Excellent communicator – both written and oral
- Strong Listening skills & willingness to give and receive feedback
- Self-starter and ability to work independently
- Ability to foster/build relationships across age and demographic groups
- Engaging personality
- Previous supervisory and leadership experience
- Demonstrated strength in teamwork
- Strong planning and organizational skills; attention to detail
- Proven multi-tasking skills

Strengthfinder 2.0 Attributes that are Important and Desirable **::

Developer – This type of person sees the potential in others. Each individual is a work in progress, alive with possibilities. Over time, others will seek a Developer out for help and encouragement.

Includer – This type of person wants to “stretch the circle wider” by including people and making them feel part of the group. This person wants as many people as possible involved so everyone can benefit.

Individualization – This type of person is intrigued by the unique qualities of each individual. This person is a keen observer of everyone’s strengths and is able to draw those strengths out and thus build effective teams.

Connectedness – This type of person is a bridge builder, and one who is very sensitive and caring.

Arranger – This type of person is a conductor, someone who likes to manage all the variables of a complex situation.

Futuristic – This type of person thinks outside the box and explores ideas and possibilities that create excitement and energy to those around him.

Positivity – This type of person attracts others because they are generous with praise and they have an enthusiasm that is contagious.