**Director of Discipleship**

*Job Description*

Purpose

The purposes of the Director of Discipleship is to foster transformation in Christ through establishment of formal and informal discipleship opportunities for all ages.

Primary Responsibilities

1. Develop a comprehensive discipleship strategy from childhood through adulthood.
	1. Collaborate with Director of Children’s Ministry
	2. Collaborate with Director of Student Ministry
	3. Coordinate with pastoral staff regarding Disciple’s Journey
	4. Provide helpful resources and offer support as needed to Children’s and Student Ministry
2. Supervise Discipleship Staff
3. Director of Children’s Ministry
4. Director of Student Ministry
5. Foster a formal discipleship culture through on-going Life Groups and short-term classes.
	1. Identify and recruit leaders for groups
	2. Regularly launch new groups.
	3. Help congregants become involved in group life.
	4. Provide formal discipleship training and resources for leaders
6. Foster an informal discipleship culture through fostering organic mentorship and other discipleship opportunities.
	* 1. Help congregants become involved in informal discipleship opportunities.
		2. Provide informal discipleship training and resources for leaders.
7. Lead Discipleship Practice and Alignment Team.
8. Identify team members from Discipleship ministry area to serve on the Worship Team and Community Engagement Team.
9. Work with Director of Community Engagement to provide meaningful discipleship opportunities for people in our Sent Community.
10. Develop meaningful and creative discipleship metrics that reflect the day in which we live.
11. Lead Adult Discipleship Ministry Team. Some recommended team members include:
	1. Life Group Rep
	2. Mentoring Rep
	3. Administrator
	4. Lay member serving on Worship Team
	5. Lay member serving on Community Engagement Team
	6. Young Adult Rep (23-30 years old)
12. Oversee the education and implementation of the Safe Sanctuaries Policy for First Church and in consultation with First Nursery School
13. Oversee administration related to Discipleship Ministries.
	* 1. Budget
		2. Metrics
		3. Ensure that Planning Center Groups is kept up to date

Other Responsibilities

1. Serve on Lead Council as a non-voting member
2. Serve on the Vision and Strategy Team and works cooperatively with Director of Worship and Director of Community Engagement
3. Serve on the staff Ministry Team and attend meetings led by the Lead Pastor.
4. Collaborate with appointed pastor on complimentary discipleship practices.

Minimum Requirements

1. Minimum Bachelor’s Degree
2. At least 3 years ministry experience.
3. Experience leading a life group (may be volunteer)
4. Supervisory experience is preferred. Must have demonstrated leadership and interpersonal skills
5. Basic computer skills (Email, Word, OneDrive)
6. Safe Sanctuary Clearances must be received on all employees prior to beginning employment.

Physical Requirements

1. Able to move about freely around the church campus.
2. Able to easily communicate with congregants.

Core Competencies

1. *Vision ownership.*Demonstrates understanding and full support of the vision of becoming a dual expression church, with gathered and sent communities.  Behaves in a manner congruent with this vision and the core values of the church.
2. *Spiritual Maturity.* Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology. Has a good knowledge of Scripture.
3. *Developing leaders.*  Fosters multiplying DNA by raising up leaders.  Sees and brings out the best in other people. Provides challenging and stretching opportunities for the team.  Is a “people builder.”  Shares ownership, visibility and kudos.
4. *Team Orientation.*  Demonstrates interest, skill, and success in team environments; promotes group goals ahead of personal agendas; steps up to offer self as a resource to other members of the team; understands and supports the importance of teamwork; shares credit for success with others, takes responsibility for his or her part in team failures.
5. *Communicating*.  Effectively presents ideas in both verbal and written form.  Able to communicate well one-on-one and in small groups.
6. *Organizing*.  Gets things done in a way that does not create stress for other people. Uses resources effectively and efficiently.

Details

1. This is a full-time position.
2. Compensation is reviewed and recommended to the Lead Council on a yearly basis.
3. Position benefits, procedures, etc. to be done in accordance with the Church’s Employee Handbook (The Handbook is to be reviewed with verification signed and returned to the supervisor.)
4. Supervisor is the Lead Pastor.

Ministry Staff Expectations for living into the DNA of First Church

Church is for everyone

Church is the people, not the building

Raise and equip laity.

Avoid silo ministry mentality

Support Disciple’s Journey

Embrace messiness over overly structured systems

Demonstrate a both/and approach

* + Gathered/Sent mindset
	+ Physical/Digital
	+ Formal/informal discipleship
	+ Involvement of heart and mind
	+ Seeking justice and personal piety

*Created 09/22/20*