



SCHEDULE 'B'

Position Description: Director of Discipleship Ministry

Ministry Ethos:

- The Director's faith and ministry is founded in a theology of the cross; grace-based and lived out as a faith-filled life. Living the Christ-life through the power of the Holy Spirit is to be their deepest desire;
- The Director is spiritually sustained by a consistent relationship with God through the practice of prayer, Bible Study, and fellowship with Christ's body – His church;
- The Director is emotionally sustained by living a disciplined life; which includes fostering intimate relationships with their spouse(if applicable), family, and fellow believers in the local church;
- The Director is physically sustained by maintaining a proper diet, adequate recreation and regular interludes of rest;

Ministry Focus:

- In consultation with the Lead Pastor, the Director of Discipleship Ministry is responsible for creating, managing, and executing the aspects of our church that make disciples and encourage Christian maturity;
- Ensure that members are well trained to serve the church, share the gospel, and disciple others;
- Regularly assess the current needs of the constituency and provide training accordingly;
- Develop classes and training to better equip our church to make disciples;
- Recruit and train teachers for all Bible Study groups;
- Develop healthy relationships with Bible Study leaders and ensure they are well-resourced to succeed in their groups.
- Train, equip, and send disciples to effectively share the gospel with our community;
- Sets an example for our constituents by regular and punctual participation in prayer times, and specially convened seasons of prayer. Paying particular attention to those under their leadership;
- In consultation with the Director of Care Ministry, develop and lead our church in a strategy to help guests feel welcomed, take next steps, get connected in Bible Study groups, and engaged in service;
- Ensure that current Bible Study information is available on all our medial platforms;
- Help people discover their spiritual gifting and find a place to serve;
- In consultation with the Lead Pastor ensure sound doctrine is maintained in all teaching environments in the church;

Qualifications/Skills:

- Must meet the qualifications of 1Timothy 3:1-7 & Titus 1:6-9;
- Must demonstrate a clear call to vocational ministry;
- Must have earned a master's degree in Biblical Studies or have demonstrated a passion for higher theological education;
- Must have sufficient ministry experience in discipleship ministries;
- Must possess strong oral and written communication skills;
- Must be detail oriented. Strong administrative, organizational and interpersonal skills. Ensures that all tasks are done correctly, thoroughly, and with precision;
- Must be able to demonstrate technological skills. Possesses strong technology skills and the ability to learn and work with multiple platforms while considering new digital solutions for ongoing improvement;
- Must have a proven passion for discipleship. Must possess a clear conviction that all God's people are to make disciples and seek to fulfill the great commission. Expertise in current discipleship methods and models;
- Demonstrate a Missionary heart. Loves to engage lost people with the gospel.
- Must have the ability to train others to share their faith;
- Be a Team Player. Maintain a humble spirit and commitment to teamwork with other pastors, staff, and church members;
- Be a person of Trust & Confidentiality. Maintains appropriate discretion and confidentiality regarding personal information of the people;
- Their Christology must be thoroughly pneumatological, and, their pneumatology must be thoroughly Christological;

General Relationships and Procedures:

- Attends and reports at regular pastoral staff meetings;
- Endeavours to maintain effective working relationships with all members of the Family Christian Centre staff;
- The Director of Discipleship Ministry is a salaried position. A reasonable salary benefit package will be provided by the assembly. It will be reviewed annually;
- FCC will reimburse ministry expenses as approved by the Lead Pastor and outlined in various FCC policies;
- The appointment of the Director of Discipleship Ministry is made by the Lead Pastor. In carrying out their duties, the Director comes directly under the supervision of the Lead Pastor or their designate;
- Holidays are to be governed by the Family Christian Centre Leave Policy;



Staff Schedule and Routine Policy governs work related schedules:

- In the event, that a decision is made by the Lead Pastor, or the Pastor's Council to end the Director's Ministry's position; the pastor will be provided adequate notice and benefits outlined in the FCC Employment Agreement;
- The Director of Discipleship Ministry's signature on this document indicates a general agreement and understanding of the contents of this position description together with its contractual implications:

Signature: _____ Date:

Director of Discipleship Ministry,

Signature: _____ Date:

Lead Pastor, Rev. Edwin R. Rideout