

Senoia United Methodist Church

Director of Programs

Reports to: Pastor

Primary Functions and Responsibilities: Develop, coordinate, and oversee connectional opportunities for children, youth, and adults that help others in becoming fully devoted followers of Jesus Christ.

Children: Oversee ministries with children by recruiting and training volunteers and working with the Education Team to create opportunities for children to connect with one another and Christ.

Youth: Oversee ministries with youth by recruiting and training volunteers and working with the Education Team to create opportunities for youth to connect with one another and Christ.

Adults: Oversee and coordinate small group ministry ("Connection Group") and provide support for Sunday School classes.

Other Functions and Responsibilities:

- Manage budget for all expenses related to discipleship ministries.
- Meet regularly with other staff and Education Team to plan, evaluate, and dialogue.
- Help oversee policies and procedures with Safe Sanctuaries.
- Work with pastor to create other opportunities for member assimilation.
- Attend all Church Council meetings and oversee the work of the Education Team.
- Assist in worship as negotiated with pastor.
- Work hours include Sundays and Wednesday evenings, in addition to other hours required to fulfill position.
- Other functions and responsibilities as deemed necessary by pastor and/or Staff Parish Relations Committee.

Qualifications and Skills Required:

- Committed follower of Jesus Christ
- Ability to work collaboratively with staff and volunteers
- Comfortable working with wide range of ages
- Ability to delegate
- Ability to communicate effectively in public and through electronic and social media
- Have working knowledge of United Methodist polity and Wesleyan theology
- Proven experience of comparable ministry responsibilities
- Completion of bachelor or equivalent degree required; Master of Divinity or equivalent degree preferred