

Valley Community Baptist Church – Job Description

Position Title Adult Ministry Associate

Purpose of Position The Adult Ministry Associate works with the Adult Ministry Director to help guide the direction of the Adult Ministry. They work in both the Adult Ministry and the Welcome Ministry to connect people to Valley’s mission.

Candidate Attributes & Qualifications To be effective, a successful candidate will be a growing, committed disciple of Jesus Christ who is Evangelical and Baptist in convictions and possesses many of the following core gifts or passions:

1. Fully ascribes to Valley’s *Affirmations of Faith*.
2. Models spiritual transformation.
3. Possesses passion for discipleship.
4. Understands how to design and implement strategies for both discipleship and welcoming ministries.
5. A gifted leader and team-builder who can assist the Adult Ministry Director to cast a compelling vision of discipleship.
6. A collaborative style of leadership.
7. A teachable spirit with a strong work ethic.
8. Creates environments where staff and lay working teams are loved, encouraged, and supported in their growth as disciples.
9. Two to four years leading in a church, as a volunteer or on staff.

Key Working Relationships

1. Reports to the Adult Ministry Director.
2. Functions as a member of the ministry team responsible for leading the overall ministry of VCBC.
3. Disciples, leads and supports volunteer leaders within the Adult and Welcome Ministries.
4. Collaborates with other staff on discipleship and spiritual growth ministry efforts.

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**Ministry
Responsibilities**

1. Supports and advances Valley's vision in unity with the staff and lay leadership.
 2. Identifies, mobilizes, trains, and discipless adults who in turn will disciple others.
 3. Builds and leads a healthy volunteer team for the Welcome Ministry and gives clear direction for people attending VCBC.
 4. Connects people to Valley's overall vision of discipleship.
 5. Partners with Adult Ministry Director to develop strategies for integrating adult discipleship throughout the church.
 6. Active in a group for his or her own spiritual growth.
 7. Other duties and responsibilities as assigned by Adult Ministry Director.
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Exempt:

No

Status:

PT (18-20 hr. week)

Date:

January 7, 2020