

## Farmville United Methodist Church

**Position:** Director of Discipleship

**Reports to:** Lead Pastor

**Hours:** 12 months, 15-hours/ week (additional hours as needed to a max. of 20/wk.)

**Purpose of this Position:** The goal of this position is to equip members to be fruitful disciples of Jesus Christ through activities of prayer, study, and Christian mission. The Director of Discipleship is responsible for a comprehensive program of education, invitation, and nurture of Christian faith for both children and adults, so that we live out our charge to Worship, Connect, and Serve.

### **Responsibilities:**

#### **Education/Christian Faith-Formation**

1. Develop and train volunteers to work as Sunday school leaders, Bible study leaders, small group leaders and Children's Ministry leaders.
2. Lead the development and maintenance of Christian Education programs for all ages and stages of spiritual growth (Sunday School, Bible Studies, small groups, children's ministry).
3. Recommend materials for curriculum and coordinate the ordering of supplies and teaching materials.
4. Keep an up-to-date record system for all small groups, including groups participants, leaders, and materials.
5. Ensure that the *Protection Policy for Children, Youth, and Other Vulnerable People* is interpreted and observed in all activities.
6. Ensure that all principles of justice, equity, diversity and inclusion are observed.
7. Teach specific topics when needed.
8. Provide opportunities for all church members to learn about and share their spiritual gifts.
9. Coordinate supplies, equipment, meeting spaces, and room set up for all small groups based on their written requests.
10. Actively participate in worship, and encourage active participation of all Christian Education Program groups.
11. Support the Christian Education Program provided by the Farmville Youth Collective.

#### **Children's Ministries**

1. Communicate regularly with congregation regarding discipleship opportunities.
2. Communicate regularly with parents and caregivers of children and youth regarding discipleship opportunities.
3. Schedule volunteers to provide the children's worship message. Seek ways to involve youth and children in worship and encourage their participation.
4. Ensure that the *Protection Policy for Children, Youth, and Other Vulnerable People* is interpreted and observed in all activities.
5. Direct, or recruit director, for Vacation Bible School. Serve as a resource person for the director, assisting as needed.
6. Be available for ministry in times of crisis in the life of a child and/or family.

**Other Duties**

1. Submit budget requests and monitor yearly budgets for each area of responsibility.
2. Develop volunteer position rotations and succession plans that encourage freshness while maintaining tradition.
3. Manage and supervise social media necessary to lead and promote FUMC's Christian Education programs.
4. Other duties as assigned by Lead Pastor.

**Qualifications:**

Individuals with a lively faith and a passion for forming Christian disciples are invited to apply. Strong organizational and human relation skills are required.

Revised August 2022