

Director of Grow Ministries

Description:

The Director of Grow Ministries (DGM) will help UPC fulfill its mission to make disciples by designing, developing, and directing events and opportunities for our members to grow spiritually.

Responsibilities:

1. Recruit, train, and resource **Community Group** (CG) leaders and apprentices, and ensure UPC is regularly:
 - a. Birthing new CGs
 - b. Merging small or struggling CGs
 - c. Retiring tired CG leaders
 - d. Reminding our CG leaders their group is not an end, but a means to an end: the spiritual growth of the members of the group.
 - e. Studying other effective small group ministries and (slowly) implementing best practices
 - f. Assessing the health of CG leaders and the CG ministry as a whole
2. Work with Flock Leaders (Elders) for accountability
3. Recruit, train, and resource **Bible Study** leaders, and ensure UPC consistently offers Bible Studies for Men and Women.
4. Work with the Executive Pastor to develop a strategy for moving people through a series of essential Bible Studies, such as:
 - a. Gospel 101
 - b. The basics of spiritual formation
 - c. Essential theology
 - d. Serving according to your gifts
 - e. Evangelism 101
5. Set and accomplish short term, mid-range, and long-term goals for every Grow Ministry
6. Work closely with other Ministry Directors to ensure thematic and seasonal continuity of teaching and emphases.
 - a. Children's Ministry Director
 - b. Youth Ministry Director
7. Track number of members and attenders who participate in Community Groups, Bible Studies, and other Grow Ministries (if/when formed).
 - a. Submit quarterly reports for the Elders
 - b. Publish info in an annual report
8. Participate in weekly Leadership Team meetings
9. Participate in weekly Sermon Prep meetings
10. Other tasks as assigned by the Executive Pastor

Reports to:

Executive Pastor (XP)

Working Conditions:

1. **Full time:** 40 hours per week
2. **Office Hours:** Five weekdays per week to be coordinated with the XP, with the understanding that the kind of relational ministry we desire will require being out of the office frequently

Expectations & Qualifications:

1. **Character:** The DGM must be deeply committed to Christ and exhibit an ongoing growth in spiritual maturity and godliness.
2. **Membership:** The DGM must be (or become) a member of University Presbyterian Church and must actively participate in worship and in a discipleship group. Under Biblical authority, the DGM must demonstrate joyful submissions to the elders and staff.
3. **Education:** Bachelor's degree required.
4. **Experience:** Demonstrated experience both as the one being disciplined and as the one disciplining another follower of Christ in a Church environment.
5. **Skills:**
 - a. Able to work in a team environment
 - b. Able to communicate with maturity and wisdom
 - c. Demonstrated ability to teach
 - d. Demonstrated ability to connect with others in meaningful relationships
6. **Motivation:** The DGM must be self-motivated and ready to serve

Contact:

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