



## **JOB OPPORTUNITY: DIRECTOR OF WOMEN'S MINISTRY**

### **Introduction**

The Director of Women's Ministry, reporting to the Executive Director of Grace Toronto, is a half-time role of 20 hours per week on a 1-year contract. The successful candidate will be a gospel-centred, missional and prayerful leader. She will be responsible for mobilizing leaders, catalyzing various ministry initiatives, and implementing a structure of ministry that effectively discipled and shepherds women at Grace Toronto Church. The ultimate goal is to help them become gospel-centred, missional, maturing disciples of Christ who glorify God in all their endeavours and enjoy Him forever. This director would have a heart for the city and for women living, working, and serving in a global city context.

### **Primary Areas of Responsibility**

They would be responsible for these primary objectives:

- 1. Strategic Planning & Implementation:**
  - a. Responsible for crafting an effective strategic vision for women's discipleship that fits within the 5-year vision of our church and that is contextual to our city in a gospel-centred way
  - b. Implement the vision with the help of the women's ministry coordinator and by mobilizing and training quality female leaders, disciple-makers, and lay ministry coordinators for the various activities and events that are planned throughout the year
  - c. Work collaboratively with other staff members so that the women's ministry is thriving in a unifying way with other ministries in our church
  
- 2. Discipleship & Shepherding:**
  - a. Disciple women so that they grow in their understanding of the gospel and its application to all of life in one-on-one contexts and through large group events and activities
  - b. Connecting, caring and praying for women who are going through difficult life events
  - c. Organize connectional events for women to build relationships with one another in our church
  - d. Work with the Women's Advisory Council to assist the Elders in shepherding the women in our church

## **Requirements and Competencies**

The suitable candidate will meet the biblical standards of Christian character that befits a mature Christian leader, as set out in our Employee Manual and the criteria for leaders described in 1 Timothy 3:8-13.

They will be comfortable with and aligned with our system of doctrine and practice, as elucidated in the Westminster Confession of Faith and the Presbyterian Church in America Book of Church Order. They will be comfortable with our expression of the role of men and women in ministry and life, notably, our commitment to a humble and peaceable expression of biblical complementarianism and elder-led ecclesiology.

### **1. Skills and Abilities:**

- Strong leadership abilities to build teams and implement strategic vision
- Strong communicator with good interpersonal skills
- High emotional capacity and spiritual maturity to handle difficult situations
- Flexible and able to work in a fast-paced entrepreneurial environment
- High initiative and strong problem-solver

### **2. Education (desired):**

- Formal theological education/ training
- Formal counselling education/training

### **3. Experience (desired):**

- Experience in women's ministry leadership
- Experience in starting a ministry, business venture, or other social initiative

### **4. Spiritual and Emotional/Mental Demands:**

- May have to work odd or long hours on occasion to manage an urgent shepherding issue
- Spiritually caring for women who may be dealing with emotionally heavy, complex and sensitive life issues

**Hours and Compensation:** The suitable candidate would be willing to work 20 hours per week, with the flexibility to work on weeknights (2 nights per week) and/or Sundays (9am-2pm) as needed. This is a 1-year contract. The compensation shall be commensurate with the salary scale of ministry leadership at GT; there is also a benefits package in addition.

**Start Date:** We plan on having this job filled as early as **May 1, 2024**.

**Location:** We offer a flexible hybrid work structure where staff are required to work from the office on Tuesday mornings and Thursday afternoons for team meetings and any other time in the office that facilitates collaborative work.

**Response Process:** Please email a cover letter and resume to the Interim Executive Director, Joe Choi at [joe@gracetoronto.ca](mailto:joe@gracetoronto.ca). While all submissions are welcomed, only those invited for an interview will be contacted.