



JOB OPPORTUNITY: DIRECTOR OF GRACE CENTRE FOR MERCY and JUSTICE

Grace Toronto Church (GTC) is a gospel-centred, evangelical church in the heart of Toronto. Planted in the early 90's with help from Redeemer Presbyterian Church NYC, GTC has gone through several phases in its history. The church was replanted in 2006, and is presently a vibrant, multicultural, multi-generational church in the city with a heart for church planting, the arts, mercy and justice, and cooperative ministry for the expansion of Christ's Kingdom and we currently have an opportunity!

We are looking for a Director of Grace Centre for Mercy and Justice (GCMJ). This is a part-time, permanent position, reporting to the Executive Director of GTC. The ideal candidate will be a gospel-centred, missional, prayerful leader, responsible for leading, overseeing, and developing the outreach ministry of GTC. The individual will have a heart for the marginalized in the city, and for equipping GTC congregants to love their neighbours well.

ARE YOU THE CANDIDATE WE ARE SEEKING?

Do you feel called by Christ to love and serve people in our City who are broken, resource poor, oppressed and marginalized? Are you a self-starter who likes to think strategically and work in a fast paced and collegial environment? Someone who enjoys connecting with people and is also capable with the administrative work as associated with this kind of ministry? If so, you may be the candidate we are seeking.

Biblical Standards of Living:

The suitable candidate will have met the biblical standards of integrity of life and consistency of conduct as befits a mature Christian leader, as set out in the GTC Employee Manual and as described in 1 Timothy and Titus. They will be comfortable with and aligned to the GTC doctrine and practice, as explained in the Westminster Confession of Faith and the Presbyterian Church in America Book of Church Order

Doctrinal Standards:

They will be comfortable with our expression of the role of men and women in both ministry and life; notably, our commitment to a biblical complementarianism and elder-led ecclesiology.

Gifted in leading and loving the volunteers to be good neighbours to people in need

They will be gifted in leadership, inter-personal relationships, volunteer empowerment and public communication. They will have experience and be comfortable supporting people in a broad spectrum of contexts. The ability to work collaboratively in an entrepreneurial environment, and have the ability to encourage volunteers to flourish in outreach and spiritual growth and also important to this role

PRIMARY AREAS OF RESPONSIBILITY AND ACCOUNTABILITY

1. GCMJ Leadership:

- **Educate, equip, and empower** GTC members to live lives characterized by mercy and a passion for ministering to the poor and marginalized in their context.
- **Mobilize** congregants to engage their neighbourhoods through mercy and justice by reaching out to people they encounter and by connecting congregants with partnership opportunities.
- **Lead in planning and execution** of GTC's annual Mercy Week and Hope at Christmas initiatives by developing event themes in collaboration with other GTC ministries, engaging and providing direction to speakers and ensuring the necessary logistical volunteer support within the GCMJ ministry budget.

2. Oversee GCMJ Partnerships and New Initiatives:

- **Interact with and evaluate** existing partnerships and think through meaningful ways for GTC to assist our partners in accomplishing their vision and meeting their needs.
- **Evaluate and recommend** future partnership opportunities with Christian and secular organizations that are strategically aligned with GTC's GCMJ ministry.
- **Evaluate and rebuild** GCMJ ministries that have gone dormant during the pandemic.

3. Oversee GCMJ Volunteers:

- **Recruit, onboard, and connect** new volunteers
- **Evaluate** volunteer experience with partnership organizations
- **Schedule and execute** GCMJ luncheons and monthly information table
- **Manage and lead** GCMJ Committee meetings
- **Encourage** small groups to get involved in ministries of mercy in their daily lives as well as with organizations.

The Successful Candidate will

Lead and provide direction to a group of approximately 40-50 GCMJ ministry volunteers and volunteer leaders. Take the lead in developing strategic direction for the ministry.

Collaborate with the staff and volunteers of GTC including the Executive Director and pastoral team to look for opportunities to collaborate across GTC's ministries. Evaluate and develop new partnerships and maintain existing partner relationships (e.g. Adam House, Pregnancy Care Centre) to serve marginalized and oppressed populations in the City of Toronto.

Communicate thoughts and ideas effectively in a variety of mediums (e.g. bulletin announcements, social media) to internal and external stakeholders. Speak about /present to GTC congregation volunteer opportunities to love and serve the City of Toronto. Draft partnership agreements and contribute written content for church newsletters as needed to promote the GCMJ ministry.

QUALIFICATIONS

- Heart for the broken and downtrodden in the City of Toronto

- Comfortable in a multi-ethnic setting, demonstrating love for people of all walks of life
- Visionary and strategic thinking, while demonstrating adaptability and flexibility
- Self-starter, self-leader and team player, able to collaborate effectively with other ministry leaders
- Agreement and adherence to GTC's leadership agreement
- Regular attendance at Grace Toronto Church
- Previous experience leading volunteers (preferred)
- Undergraduate degree with focus in social work or related discipline (preferred)
- Proficient in using MS Office (Word, PowerPoint, Excel), cloud storage (e.g. drop box)
- Understanding of how non-profit organizations operate and knowledge of social climate of City of Toronto (preferred)

LOCATION

This position will work out of the GTC's downtown location.

REPORTING STRUCTURE AND HOURS

This position reports to the GTC Executive Director.

It is a part-time (24 hours/week) permanent position with some flexibility with respect to office hours; this will be negotiated with the Executive Director. The role requires some work on weekends and weeknights.

Start Date: May 1, 2022.

Response Process: Please email your letter of response, including attached resume, directly to the Interim Executive Director, Joe Choi, at joe@gracetoronto.ca While we appreciate all submissions, only those considered for an interview will be contacted.

If you can access this posting online through the church's website, then the position has not yet been filled. GTC is committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your need.