



January 2024

Dear Sister,

Greetings from Charlottesville! We are so grateful for your interest in joining us at Trinity Presbyterian Church (PCA). This is an exciting time in the life of our church, and we are seeking a gifted woman to serve alongside our pastors and staff in the work of Christ's ministry as our next Ministry Director.

Combining the beauty of the Blue Ridge mountains, the warmth of a Southern town, the energy of an East Coast city, and the resources of a major university, Charlottesville is a lovely place to call home, but even more a strategic and dynamic mission field for the gospel of Christ. The opportunities and challenges of ministry in the emerging culture of the post-Christian west are on full display in our context, both in outreach to the many who have never truly heard the gospel and in discipleship of Christians who must navigate a rapidly changing environment.

Founded in 1976 as a bulwark of gospel faithfulness, Trinity has been blessed with nearly fifty years of fruitful ministry in this special place, with an impact across our nation and world. As we look forward to our next fifty years, our mission is clear: to faithfully proclaim Christ as we gather his people, help them grow, and send them out to love and serve in his name.

Our next Ministry Director will serve a key role on our staff, advancing gospel ministry and providing relational connection across our church body. Her duties will include assisting the pastors, session, and women's council in shepherding work, providing guidance and coordination for our dynamic and growing women's ministry, and leading our efforts to welcome and connect visitors and new members. Our hope is that this position will provide a unique opportunity for a gifted woman to do fruitful ministry in the context of the local church.

If you would like to pursue this position, please send a cover letter and resume to chris.colquitt@trinitycville.org. Feel free also to reach out with any questions or to set up a time to discuss the position.

We are grateful for your interest in our search and your prayerful consideration of this position.

Peace,
Chris Colquitt



Ministry Director Job Description

Overview

- Full-time with benefits
- Reports to Senior Pastor
- General ministry duties (care, counseling, teaching) with programmatic leadership of new member assimilation and women's ministry

Qualifications

- Godly character and ministry gifts
- Joyful and humble commitment to Reformed theology, as summarized in the Westminster Standards
- Embrace of PCA polity, including "a robust and gracious complementarian practice" as outlined in the PCA's 2017 study report on women in ministry
- Seminary training (preferred)

Ministry Duties

- Care, counseling, and discipleship in coordination with pastors
- Outreach and evangelism to community
- Opportunities for teaching (tailored to candidate's gifting/desire and consistent with PCA polity)
- Assist in equipping women's council and lay leaders for congregational care
- Assist in care of staff
- Participate in weekly care meeting with pastors to coordinate shepherding care
- Consistent prayer, individually and as staff

Programmatic Leadership

- Provide leadership for welcome, assimilation, and connection programs at Trinity
- Provide support, leadership, and curriculum development for women's ministry programs, together with women's ministry committee and lay leaders
- Assist with coordination of community groups
- Assist with adult education programming
- *Note: Programmatic emphases may be adjusted to meet candidate's gifts and interests*

General Duties

- Assist and advise pastors, session, staff, and women's council in care of the women of Trinity
- Meet regularly with pastors and directors as member of senior leadership team
- Attend and participate in women's council meetings as staff liaison
- Chair women's ministry committee
- Serve on additional committees, as needed

Note: As a portion of this position's duties relates specifically to women's ministry, we are seeking female candidates to serve in this role