



## **ADULT DISCIPLESHIP MINISTER MINISTRY DESCRIPTION**

(Updated 7-24)

**JOB TITLE:** Adult Discipleship Minister

**REPORTS TO:** Senior Minister/Executive Minister

**POSITION STATUS:** Full time (exempt)

### **PURPOSE:**

The Adult Discipleship Minister is responsible for designing, coordinating and overseeing a comprehensive adult discipleship ministry program focused on growing disciples for Christ. The Adult Discipleship Minister is to serve as an engaging spiritual leader and role model with strong biblical values and principles that guide their life.

### **RESPONSIBILITIES**

#### **General**

- Support the vision of FCC by providing environments and opportunities for adults to “Love God, Love People and Serve Others.”
- Provide and maintain a high level of relevance and excellence in all aspects of the Adult Discipleship Ministry including the following:
  - Personal Discipleship Tools
  - Small Group Discipleship
  - Spiritual Enrichment Opportunities
- Provide leadership and oversight to all aspects of the Adult Discipleship Ministry.

#### **Volunteers**

- Recruit, train, develop and oversee a team of volunteers to work in all aspects of the Adult Discipleship Ministry.
- Lead, inspire and manage your team of volunteers while developing their heart for ministry.
- Provide spiritual leadership and genuine care for the wellbeing of your team of volunteers.

#### **Church Staff/Leadership Team**

- Serve as the adult discipleship advocate. On a regular basis, educate and enlighten the congregation about the adult discipleship opportunities in our church and community.



- Collaborate with church leaders in planning, developing and implementing all aspects of a balanced and engaging Adult Discipleship Ministry.
- Utilize resources and make recommendations for developing the Adult Discipleship Ministry programming.
- Collaborate with church staff members in a cohesive and open team environment giving special attention to cooperation with the Adult Worship Ministry, the Connections Ministry, and the Missions and Outreach Ministry
- Perform other ministry tasks as assigned by the Executive or Senior Pastor.
- Regular and reliable attendance is required in performance of the job.
- Attend staff meetings, along with any other meetings designated by your direct supervisor or needed to fulfill your job duties.

### **Personal**

- Pursue a vibrant relationship with Jesus, providing an example of what it looks like to serve the Lord with your life.
- Pursue and participate in continuing education events and training opportunities.

### **Administrative**

- Compile, propose and manage the Adult Discipleship Ministry budget and strive to operate within its parameters.
- Maintain accurate records of adult participation.
- Communicate with church leadership, staff, volunteers and congregation in a timely manner utilizing available resources (email, website, bulletin, e-newsletter, app, etc.).

### **Other Expectations**

- Share in the responsibility of other ministry tasks as needed such as hospital calling, weddings, funerals, preaching, counseling etc.
- We'd like our full time, salaried employees to work between 40-45 hours a week to set an example of service to our volunteers most of whom work 40 hours a week on top of their volunteer service.
- We ask all FCC employees to be models of biblical stewardship by willingly following the scriptural example of tithing ten percent of their household income to their local church, FCC.
- For employees who are just beginning their ministry at FCC, we ask for a five year commitment to serving at First Christian in the ministry area for which you are being hired.



I have read and received a copy of my ministry description. I understand this overrides anything I have been given or told in the past. I further understand that I am expected to follow my job as outlined above, and that if I have any questions concerning what is expected of me, I will speak with my immediate supervisor identified above.

Signature [Adult Discipleship Minister] \_\_\_\_\_

Date \_\_\_\_\_