



JOB DESCRIPTION

New

Revised

Full Time

Part Time

Exempt

Non-Exempt

Date Prepared: 1/10/2019

Date Hired:

Employee:

Job Title: Director of Spiritual Formation

Department: Spiritual Formation

Supervisor: Dharius Daniels

Purpose of the Job:

The Director of Spiritual Formation is responsible for providing leadership, management, and accountability to the spiritual formation arms of Change Church. This arm includes but is not limited to groups, intensives, campaigns, content development, and Change College.

Competencies Required:

- Must be able to implement the vision for our spiritual formation department into all campuses/extension sites of Change Church.
- Must have the leadership ability to discover, develop, and deploy dream team members.
- Must be organized, strategic thinker, and problem solver.
- Must be comfortable working independently without constant supervision.
- Must have strong written / oral communication and interpersonal skills.
- Must have ability to learn and use various church software and technologies.

General Duties

- Commit to pray for the first family, leadership and membership of Change Church.
- Lead in generosity to the church through consistent giving of tithe and offerings.
- Establish and foster an exemplary relationship with staff/non-staff workers, church membership, and the community at large.
- Champion, support, and advocate for the vision of the church.
- Demonstrate a servant's heart by having a willingness to perform other duties as needs may arise.

Character Traits:

- Demonstrate the requirements for church leadership as described in 1 Timothy 3:1-7.
- Must believe in and embody the H7 Core Values of Change Church.



Essential Functions and Responsibilities:

- Change Groups
 - Provide leadership, management, training to small group leaders to ensure groups are growing, multiplying, and functioning according to vision.
 - Discover, Develop, Deploy and Evaluate teachers to teach and/or facilitate developed curriculum and meet the changing discipleship needs.
 - In conjunction with CPs and XP, present annual proposal of Change Courses and Change College for calendar planning (Winter, Spring, Fall semesters)
 - Oversee content selection/development, registration, marketing, implementation, and evaluation of groups.
- Content Development
 - Create and develop content such as curriculums, devotionals, booklets, and other materials as needed for the spiritual formation of our members.
 - Provide research and development on various resource projects such as but not limited to:
 - Dharius Daniels' resources
 - Shameka Daniels' resources
 - Intensives and Conferences
- Change College
 - Provide leadership to school of leadership and ministry to ensure that students are matriculating through an excellent experience that prepares them for leadership in ministry equipped with academic excellence and spiritual fervor.
 - Discover, Develop, Deploy and Evaluate teachers to teach and/or facilitate developed curriculum.
 - Ensure our accreditation remains active with appropriate agencies.
- Change/Connect Ministry
 - Provide leadership to Connect Team to ensure that new members are being properly assimilated into our church according to our assimilation system from invite, intake, and spiritual formation processes.
- Associate Minister
 - Serve as preacher/teacher on Sundays, Change Nights, Change Groups, Change College, intensives, leadership trainings, etc. upon request.
 - When necessary provide care to our congregation through avenues such as baby dedications, weddings, funerals, visitations, house blessings, etc.



Extent of Public Contact:

- Daily contact with members, visitors and leaders of Change Church.
- Change Pastors and staff members.
- Change Dream Team members.

Supervisory Responsibilities:

- Change Dream Team members of Change Churches