

Indiana Conference of the United Methodist Church

POSITION DESCRIPTION

1. Title of position Director of Church Development

2. Classification Executive

3. Supervisor Bishop

4. Responsibilities

a. Overall purpose of position

To make disciples of Jesus Christ for the transformation of the world by being a champion for new church development; by strategic planning for church planting and revitalization in the state of Indiana; by providing transformational leadership in the area of existing church development; and by recruiting, training, and motivating transformational leaders.

b. Essential functions

- 1) Hires and trains outreach staff (in an ongoing manner)
- 2) Provides oversight and builds teamwork with outreach staff and district teams
- 3) Recruits, leads, trains, and supports conference leadership teams in new church development and church development
- 4) Recruits and trains new church planters
- 5) Develops relationships with pastors of churches that could start off-site congregations
- 6) Coordinates work with district superintendents

c. Occasional functions

- 1) Supports and coordinates activities of other groups that have affiliation through church development
 - a) General church development groups
 - b) Conference church development team
 - c) Conference new church team
 - d) Conference Hispanic team
 - e) Conference African American team
 - f) Conference Asian team

- 2) Coordinates work with conference directors

d. Supervision of staff/volunteers (if any)

- 1) Associate Directors of Church Development Outreach
- 2) Additional support staff persons

e. Workplace requirements

- 1) Mobility requirements
 - a) Automobile
 - b) Air travel (when needed)
- 2) Technology requirements
 - a) Internet enabled mobile phone
 - b) Laptop computer with voice and video capabilities
 - c) Powerful multi-media desktop computer for video editing
 - d) Video and digital cameras for storytelling
 - e) Video projector and supporting equipment
- 3) Administrative support for correspondence, finances, meeting set-up, information management, and supervision management

f. Budget accountability

Conference CFA and church development team

5. Qualifications required to carry out this position: knowledge, abilities, and skills

- a) Knowledgeable and supportive of the mission and ministry of the United Methodist Church
- b) Deep sensitivity and commitment to diversity (culture, race, gender, theology, etc.)
- c) Substantial familiarity with structure and polity of the United Methodist Church
- d) Advanced degree or certification in the area of church development
- e) High level of competence in “best practices” of church growth and revitalization
- f) Demonstrated ability to lead groups for change
- g) Efficient and effective organizational skills
- h) Excellent communication skills
- i) Competence in computer technology an application programs (Word, PowerPoint, Excel, database management)

6. Additional comments that may aid in describing the work of this position