



Director of Discipleship & Care

Reports to: Lead Pastor

Direct reports: Discipleship & Care Ministry Volunteers

Purpose

At Country Hills Church our corporate mission is to be *People Helping People Follow Jesus*. The Director of Discipleship & Care is a 20 hour per week part-time position. The Director of Discipleship and Care plays a critical role in implementing this mission. As such, the Director of Discipleship and Care will implement this mission by intentionally engaging with, facilitating care for, and discipling adults both within CHC and our greater community. The Director of Discipleship and Care is a dynamic and relational leader who has the capacity to envision, communicate, and direct the execution of a central vision and strategy for the welcoming, discipling, and care of adults. The Director of Discipleship and Care is a spiritual overseer who builds relationships, mentors, and provides spiritual counsel, to help people follow Jesus.

Responsibilities

- Assist the Lead Pastor in developing a discipleship model for the church that guides CHC towards effectiveness in its mission and meets the spiritual needs of the church body.
- Assist the Lead Pastor in developing and continually evaluating systems and strategies to meet ministry needs, identifying gaps and building teams and frameworks to equip and empower others to fill those gaps.
- Assist in the leadership and pastoral care of the Country Hills Church family under the direction of the Lead Pastor.
- Assist the Lead Pastor in developing and implementing a relevant and effective model of ministry to welcome, disciple, and care for people in keeping with CHC's mission and vision.
- Oversee the Discipleship and Care Ministries of CHC including, but not limited to; Welcoming and Hospitality Ministry, Men's and Women's Ministry, Fifty-Five+ Ministry, Small Group Ministry, Benevolent, Visitation, and Crisis Care Ministry.
- Engage in continuous learning and training opportunities to stay relevant in pastoral ministry, discipleship practices and strategies, congregational care, and team leadership best practices.
- Serve as a leader by example in personal discipleship, spending time in study and prayer.
- Recruit, develop, and deploy new volunteers for Discipleship & Care ministries, empowering them to take an active role in the planning and leading of ministry events and efforts.
- Lead volunteer teams in the attitude of a servant leader, which is best done in-person and by example, ensuring you are accessible and that volunteers are properly resourced and supported.
- Oversee the tracking of people with the assistance of the Office Administrator to ensure accurate records are kept and used to develop strategies to help people take next steps in their walk with Jesus and in our church family.
- Develop and maintain a budget, planning for and tracking expenses for Discipleship & Care Ministries.
- Attend and participate in staff meetings, church wide events/programs, church services, leadership training, and other meetings/events as required. Occasional teaching/leading at other services/events will also be required.
- Other duties related to the reasonable oversight and growth of the church and Discipleship & Care Ministries at CHC may be required from time to time.

Requirements

- A bachelor's degree in theology, religious studies, divinity, or a related field.

COUNTRYHILLS
CHURCH

People helping people

follow Jesus

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- 3-5 years' experience in pastoral ministry in a medium to large theologically compatible church or not-for-profit setting.
- Understanding of and willingness to serve within the doctrinal commitments of Country Hills Church, which includes CHC's statement of faith and lifestyle covenant.
- Possess a deep understanding of scripture and biblical theology, with the ability to provide teaching in a manner that is accessible for adults and our church family.
- Strength in planning, organization, setting priorities, managing time, and meeting deadlines.
- Pastoral mindset and willingness to build relationships, mentor, provide spiritual counsel, and encouragement.
- Able to work collaboratively in a team setting, resolving conflict, and maintaining a respectful attitude while interacting with others.
- Possess an attitude that is flexible, willing to learn new things, and eager to continually improve.
- Previous demonstrated experience in directing and leading teams with excellence, leading by example in the attitude of servant leadership.
- Previous demonstrated experience in creative problem-solving, developing solutions for changing needs.
- Proficient in software systems such as Planning Center Online, ProPresenter, Microsoft 365, Canva, and Mailchimp, as well as effective usage of social media platforms.

In performing their role, the Director of Discipleship and Care will be placed in a position of trust over vulnerable individuals. As such, a clear Vulnerable Sector Check, as well as completion of Plan to Protect training (provided by employer), are requirements of employment. In the course of their duties the Director of Discipleship and Care will have access to and responsibility for financial resources of the organization; as a result, a clear Criminal Record Check is a requirement of employment. Additionally, in the course of their job duties, the Director of Discipleship and Care will be required to transport others in a personal, or CHC owned, vehicle. As a result, a clear driver's abstract, valid driver's license and proof of insurance are also requirements of employment.

Location

The Director of Discipleship and Care is expected to attend and participate in staff meetings, church wide events/programs, church services, leadership training, and other meetings/events as required. This is an important opportunity for communication and connection within the CHC church body. Most of the responsibilities of the Director of Discipleship and Care are carried out on-site, at Country Hills Church, and often includes evening/weekend hours. Remote work options are available, but all work from home events must be approved by the Lead Pastor in advance.

Working Conditions

In the course of their duties, the Director of Discipleship and Care may experience stressful situations, fast-paced work, competing demands, and long hours sitting at a desk.

Additional Employment Options

This part-time position may be combined with our other part-time Director of Children's Ministry position to form 1 full time Associate Pastor position. You can find our more information at countryhillschurch.ca/about/join-our-team

All interested candidates should forward a cover letter and resume to the Lead Pastor Jeremy Shuart jshuart@countryhillschurch.ca

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