**Team Development Director**

**Job Description**

**Updated as of July 2018**

**Status:** Full Time **Reports to:** Family Ministries Pastor **Salary Scale**: $\_\_\_\_\_\_\_\_\_\_

# Summary:

Takes the lead in recruiting and developing leaders for both kids and students ministries, while also providing leadership for the weekly Student Ministry teams.

You win when each child and teen has a team of responsible and passionate Christ-following leaders investing in them and influencing them with the message of God’s story

# Duties and Responsibilities:

**General**

* + **Create systems for recruitment, application, and orientation of new leaders for both Kids’ and Student environments.**
    1. Monitor and track all leadership needs and recruitment efforts within WMBC.
    2. Ensure that leaders are properly screened for safety and are in agreement with the core values and beliefs of Family Ministries and of WMBC.
  + **Implement a strategy for the ongoing training and development of all Kids’ and Student leaders.**
    1. Champion our “Lead Small Essentials” and take the lead in our efforts to partner with parents.
    2. Coordinate with FM Team to determine training content for each leadership role.
    3. Create a schedule and a rhythm for development opportunities.
    4. Lead and develop a team of coaches to invest in volunteers.
    5. Coordinate volunteer appreciation efforts.
  + **Be an active and contributing member of the Family Ministries Team (FMT) as well as the WMBC Staff team**
    1. Be prepared for weekly and monthly FMT meetings, as well as weekly check-ins with the Family Ministries Pastor.
    2. Be prepared for monthly WMBC staff meetings and weekly staff coffees.
    3. Contribute to FMT initiatives throughout the year, such as FM evaluations, creating annual ministry plans, special recruitment efforts, etc.
    4. Contribute to WMBC staff initiatives throughout the year, such as Fall Kick-off, volunteer appreciation month, Staff retreat, etc.

**High School Ministries**

* + **Act as Team Leader of the weekly High School ministry environment.**
    1. Be present to provide point leadership at weekly HS ministry events.
    2. Oversee the execution of the programming plan for the event.
    3. Coordinate with SM Programming Director to plan out teaching content for HS.
  + **Regular member of the Large Group leadership team**
    1. Regularly act as host, game leader, or teaching communicator for HS nights.

**Kids’ Groups**

* + **Assist in planning, organizing and leading occasional Children’s ministry-specific events** 
    1. The Kids’ Programming Director takes the lead in these initiatives, but you are expected to be available occasionally for any necessary planning or leadership roles.

# Preferred Qualifications and Attributes:

* + Post-secondary education in a related field.
  + Effective communicator – Comfortable communicating in both small and large group environments, through a variety of mediums.
  + Team Player - Thrives in a team environment, collaborative on projects, and contributes meaningfully to teams.
  + Leader of Leaders - Able to develop and lead volunteer leaders who in turn can lead others.
  + Public Speaker – Experience communicating to teens and adults.
  + Emotional/Relational Intelligence – Able to handle interpersonal relationships wisely and empathetically.
  + Tech skills - Work efficiently within a PC environment and quickly learn new software and features.
  + Other Relevant Skills – Disciple making, Writing, Performance management,

# Character and Behavioural expectations

Perfection is not expected; growth is. Some of the characteristics expected of an effective Director include:

* + Committed to a growing, dynamic, and personal relationship with Jesus. Includes personal spiritual practices such as reading God’s Word and having an active prayer life.
  + Humility and a strong desire to continue learning and growing both professionally and personally.
  + Committed to the larger Church family and maintaining unity. Models life lived within community.
  + Fierce commitment to honesty and truth in both leadership and personal life.
  + Prioritizes healthy relationships with family, including spouse if married.
  + Prioritizes healthy relationships with others outside of the ministry, such as close, meaningful, friendships.

# Confession of Faith

All WMBC staff shall be in full agreement with the WMBC Mission, Vision and Values, as well as the Canadian Conference of Mennonite Brethren Churches Confession of Faith.

# Conclusion

This job description is intended to convey information essential to understanding the scope of the job and the general nature and level of work performed by individuals within this job. But, this job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, or responsibilities associated with the position.