

Tipton First United Methodist Church

Position Description: Discipleship Ministries Coordinator

Primary Function

To serve God by coordinating discipleship ministries for persons in all stages of life, birth through death, for the church.

Reports to: Church Pastor and the Staff Parish Relations committee (SPRC)

Main Emphasis

- Preschool thru 12th grade discipleship ministries including overseeing Sunday School, Little Friends Preschool Chapel service, Vacation Bible School, Youth Group, and special events.

Specific Functions and Responsibilities in order to meet the mission of the church- To Make Disciples of Jesus Christ for the Transformation of the world

- Develop leadership, recruit volunteers, and support of volunteers in emphasis areas
- Coordinate curriculum assessment and adaptation to meet specific needs
- Provide support for families and leaders for those participating in the main emphasis areas.
- Communicate regularly with those in the main emphasis areas and to the church at large about events and ministry opportunities
- Consult the master calendar for the church to coordinate events and spaces
- Set ministry goals that align with the mission, vision, and yearly goals of the church

Schedule and Time Sheet

Scheduled for 20 hours per week, including Sundays mornings and Wednesday afternoon/evening. Will have 2 concur days off per week. Hours required to be tracked on timesheet.

Qualifications: High school degree or the equivalent, with post high school education preferred, but not required. Must have a passion for Spiritual formation and discipleship ministries.

Other Information:

Continuing education development in discipleship ministries will be expected

To apply for the position, send a letter of application and resume to:

First United Methodist Church
607 Lynn St.
Tipton, Iowa 52772
Attention: Katie Rippentrop, SPRC Chair
Church Phone: 563-886-2331

Revision Date: January 2019