

Job Summary

Director of Missions - Fellowship Church

The Director of Missions at Fellowship Church oversees all missional activities (domestic and international) within our congregation. This person will lead in developing and executing a culture of service and compassion to those outside our fellowship. This person should have a love for Christ and people and is comfortable leading and directing missions and outreach opportunities. They must possess strong interpersonal, organizational, and motivational skills. They must be equipped with a working knowledge of event planning, program management, and communication. They must also be comfortable in transforming big ideas into realistic ministry.

General Responsibilities:

- Work closely with pastor, program staff, and missions team to provide excellence in leadership for missions domestic and international.
- Attend weekly staff meetings.
- Facilitate and manage our current mission programs through training leaders for each missions' ministry.
- Communicate effectively with congregation regarding mission and service opportunities. This would include speaking to small groups and being available on Sundays to recruit volunteers and answer questions after worship services. This would involve also informational/inspirational videos about our current mission opportunities and how people can be involved.
- Plan and implement calendar for missions and outreach opportunities. This would include monthly activities to involve the congregation in missions and service.
 - Maintain all communications for missions and outreach including (but not limited to) church newsletter, church bulletin, website, social media, and local publications.
- Attend Administrative Board meetings and provide written and oral explanation of missions and outreach opportunities.

Accountability: The Director of Missions and Outreach reports to and is directly supervised by the Pastor. Both are accountable to the Staff Pastor Relations Committee.

This is a part-time position of approximately 20 hours a week.

For more information about Fellowship Church, please visit our church website at www.tnfellowship.com. If you are interested in applying for this position, please send a letter of intent and a resume to Jenny Shelton @ jennyshelton@tnfellowship.com .