



Serve Director

CEFC Value Area	Sent out to Serve
Reports To	Executive Pastor
Ministry Target	CEFC congregation in order that they then pursue external and internal service opportunities
Position Is	Paid staff
Maturity Level	Mature Christian
Spiritual Gifts	Leadership • Administration • Discernment • Compassion bound by Wisdom
Talents or Abilities Desired	Desire to see others recruited, equipped and sent out to serve others in order to see the Kingdom grown and Jesus lifted up. Strong leadership, relational, and organizational, skills Possessing a developed Biblical framework and philosophy of Missiology and service – college or formal training of benefit but not required Ability to rally people and keep them encouraged
Best Personality Traits	Positive • Friendly • Enthusiastic • Organized
Passion For	Developing people to serve others in Christ's mission

ANTICIPATED TIME COMMITMENTS

All salaried staff of CEFC should expect to work 45 hours minimum a week.

RESPONSIBILITIES/DUTIES:

1. Success in this role is primarily defined by recruiting, training, developing, resourcing, equipping and sending people to serve others in the name of Jesus' Kingdom
2. Spend Sundays using creative means to heighten people's awareness of opportunities, as well as your familiarity with people in order for them to be connected with service opportunities
3. Oversight of ministry categories which are defined as primarily serving our congregation or community, and seeking unity and philosophical consistency within the serving arms under the vision of the elders and leadership of CEFC

4. Assist in the “onboarding” on new congregants in structured ways by which they can find ways to use their gifts for ministry, as well as helping to improve these structures.
5. Serve as advocate for Service Ministries to seek their representation, communication, or access to resources within the balance of the overall ministry of CEFC
6. Strategically and regularly review the stewardship of CEFC’s time/talent investments into serving/missions opportunities to seek best possible outcomes for the Kingdom and CEFC members as Christ’s ambassadors
7. Participate in weekly staff meetings
8. Additional tasks and duties as assigned

To apply:

Send a PDF copy of your resume with your name in the title and “Serve Director” in the subject line to resume@cefc.church