



Believers Temple Word Fellowship Church Position Description

Division	Ministry of Helps	
Position Title	Director/Assistant, Men's Ministry	(Volunteer Position)

Position Summary

Under the general direction of the Ministry of Helps Administrator and Assistant Administrator, the Director is responsible for partnering with the assigned MOH facilitator to ensure that the ministry operates efficiently and effectively; and promotes the overall vision, mission and values of Believers Temple Word Fellowship Church. The Director of the Men's Ministry is responsible for providing leadership oversight and overall program direction for all ministry activities and service initiatives related to the spiritual growth and spiritual development of the men within this local church. Additionally this position will be responsible for developing outreach and evangelism program initiatives and activities specifically geared toward reaching both unsaved and un-churched men; and thereby increasing the male presence and influence within this local church. This position may also partner with other ministry of helps units in developing and presenting additional programs and services.

Essential Duties and Responsibilities

1. Establish annual outreach/evangelism new contact, new member, and new salvation goals specifically for men.
2. Develop and implement a strategic outreach and evangelism plan that raises awareness of the churches services and ministry programs for men; and increases the churches male membership numerically to reflect quarterly goal attainment, leading to a year over year increase in the churches male membership.
3. Develop annual calendar of ministry programs and activities that support the achievement of the ministry's goals and objectives.
4. Performs other ministry duties as assigned.

Knowledge, Skills and Abilities

- Ability to effectively communicate both verbally and in writing

- Ability to clearly and effectively share the importance of having a saving hope in Jesus Christ
- Ability to lead a team
- Sound judgment and the ability to manage confidentiality
- Dependability/accessibility
- Critical thinking and problem solving skills
- Ability to multi-task, managing several complex projects at once
- Customer service focus
- Working knowledge of and access to the internet and email
- Excellent organizational skills