

OPPORTUNITY TO SERVE JESUS CHRIST

Position: Discipleship Hour Coordinator

Ministry Area: Education

Goal of Position: Work closely with the Deacon of Education and contribute to the administration of the Discipleship Hour ministries. Play a key role in recruiting and grooming individuals, within our congregation, who possess the spiritual gift of teaching. Areas of responsibility include all Discipleship Hour classes: Preschool - Kindergarten, 1st - 3rd grade, 4th - 5th grade, 6th - 8th grade, 9th - 12th grade, Young Adult, Adult II and Adult III.

Responsible to: Deacon of Education

Ministry Description

1. Be prepared to recruit and disciple teachers, substitute teachers, and other volunteers to help with Disciple Hour classes.
2. Contribute to the selection and purchase of curriculum, materials and equipment used within the various Disciple Hour ministries.
3. Maintain regular contact with the Deacon of Education.
4. Be accessible to the teachers, substitutes and others contributing to this area of ministry.
5. Oversee collection of Disciple Hour Offerings and attendance records.
6. Be willing to train your successor.

Length of Commitment: From: Through:

Orientation Provided: Deacon of Education will do everything possible to provide you with all that you require to successfully carry out the responsibilities of this position.

Qualifications/Skills:

1. A strong commitment that Christian education is an on-going process for all Believers.
2. Management skills of planning, organizing, directing, and communicating.
3. Interpersonal skills.
4. Ability to delegate and enable others to share in the work.
5. Ability to foster creativity in others.
6. Must have experience with and a working knowledge of the Disciple Hour Ministries.

Benefit to the Volunteer: You will be using the talents that God has given to you in a way that pleases Him and will serve to further His plan.

Do your best to present yourself to God as one approved, a workman who does not need to be ashamed and who correctly handles the word of truth. (2 Timothy 2:15)