

Director of Outreach + Third Christian Reformed Church Kalamazoo

Updated 8.20.19; approved by Council 8.19.19

Primary Task

To provide leadership to the local and global mission and outreach ministries of Third Church to serve Kalamazoo and the world in its work of compassion, justice, and mercy.

Training and Qualifications

Experience in and a passion for outreach or non-profit ministry and leadership; college degree, seminary or graduate study in social work/community development is preferred; able to articulate a mature Christian faith and shall be expected to become a member of Third Church within the first year of service.

Desired Qualities and Abilities

1. Leadership—strong leadership skills with a proven ability to solve problems resolve conflict and coach others.
2. Theologically Grounded—able to articulate a theology of mission and have a gospel-oriented love of God’s world in Kalamazoo and beyond; can understand and embrace Third’s mission vision and values and articulate and implement its missions strategy; familiar with and be committed to the Reformed creeds and confessions; supportive of Christian education – prays for, actively supports, and enrolls his/her eligible children in the Kalamazoo Christian schools.
3. Servant Heart—like Jesus, has a deep commitment and passion to serving the lost and marginalized
4. Relationship Builder—proven ability to build strong relationships with a variety of internal and external stakeholders.
5. Excellent Communicator—demonstrates written and verbal communication skills.
6. Administratively Competent—is organized and demonstrates an ability to provide innovative approaches to projects, manage teams, and monitor budgets.
7. Self-starter, quick learner; works independently, thrives under pressure; takes on difficult challenges; meets deadlines.

Primary Responsibilities

1. Implement Vision & Strategy—provide key leadership to implement Third’s “Reaching Out” partnership strategy in local and global mission through:
 - Identifying, training, leading, and mobilizing members of Third Church to love and serve Kalamazoo through local evangelism, and acts of mercy and justice.
 - Working with local and denominational agencies to keep the congregation educated and involved in the work of local and global ministries.
 - Facilitating Third’s engagement to develop a life-long calling of mission, (Micah 6:8, Acts 1:8) nurturing and growing our missional hearts by developing events and educational opportunities; recruiting and meeting with members to help them find an area of personal mission focus (locally, nationally, and/or internationally);

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evaluating volunteer experience with ministry partners; regularly interacting with and evaluating existing partnerships with ministry partner organizations.

- Mobilizing our deacons by providing training, suggesting opportunities, and connecting them to our outreach efforts—especially locally.
2. Coordinate—With the deacons—distribute benevolence, mission budgeted funds and approved Ministries/Discipleship Funds where appropriate, to support local and global mission efforts based on need and according to strategy developed.
 - Help to educate and equip Third members to love our neighbors well: identifying needs and matters of justice within our community and helping to meet them.
 - Plan and implement a calendar for short and long-term local and global mission opportunities and events, i.e., Kid’s Hope, Winchell neighborhood outreach, Jesus Loves Kalamazoo, Karin Medical Clinic, etc.
 - Provide regular clear written and verbal communications to encourage Third to live lives of distinctive Christian mercy and justice.

General Responsibilities

1. Directly accountable to the Lead Pastor; meeting regularly for mentoring and oversight.
2. Assist with other pastoral duties where gifted and as requested by the Lead Pastor.
3. Participate in weekly staff meetings and be a member of the Deacons and the Mission Committee.
4. Maintain a visible presence at worship services and congregational events—particularly outreach focused.
5. Work collaboratively with ministry staff and Council to pursue the vision, mission and values of Third.
6. Sets vision, goals, and strategy for all ministry teams under their supervision; develop and oversee ministry budget.
7. Create promotional and informational materials for the Outreach Ministries; work in collaboration with digital media and communication personnel to communicate content across all platforms.
8. Contribute your skills, gifts and passions to the mission of God at Third Church.

Compensation

This is a half-time position with a salary commensurate with experience, education and the salaries for similar positions in other churches in our area.

APPLICATION

Submit your resume Pastor Derek Zeyl at derek@3rdcrc.org.