



# North Scottsdale

United Methodist Church

## DIRECTOR OF CONGREGATIONAL LIFE

NORTH SCOTTSDALE UNITED METHODIST CHURCH

**Position Title:** Director of Congregational Life (*DCL*) (*Full-time*)

**Position Description:** The DCL will work under the direction of the clergy and church leadership to assist with the Christian education, fellowship, hospitality, and member follow-up programs of the church.

**Qualifications:**

- Training in Christian education and/or leadership experience with children/youth preferred.
- A life of ongoing Christian discipleship and faith.
- Ability to think creatively to produce appropriate events and educational plans in a variety of situations.

Essential Functions	
1.	<b>Supports families in their children’s faith formation (~20 hrs/week):</b>
	By overseeing the creation of a healthy, sustainable, family-centered environment for children preschool through 5 <sup>th</sup> grade that includes opportunities for age-specific and multi-generational interaction.
	By recruiting, training, and supporting a vibrant team of volunteers to implement youth ministry activities, including weekly and occasional events, and by overseeing the Sunday School program.
	By working with the NSUMC Family Ministries committee and the Director of Kids Ministry to plan and implement holistic faith formation goals for children k-12.
2.	<b>Nurtures faith-based, positive relationships between members of the NSUMC community (~7 hrs/week):</b>
	By planning and implementing regular and occasional opportunities for people to socialize and develop deeper connections with one another.
	By recruiting, training, and supporting a vibrant team of volunteers to implement Connectional Ministries at NSUMC.
3.	<b>Helps every guest/visitor to NSUMC feel welcomed and cared for (~7 hrs/week):</b>

	By working with the Membership Committee to provide intentional follow-up and care for every guest/visitor to NSUMC activities, with an emphasis on Sunday morning worship services.
	By development and implementation of a volunteer-based hospitality ministry with an intentional focus on <u>generation/culture-specific methods of outreach/care.</u>
<b>4.</b>	<b>Contributes to the overall vision and mission of NSUMC (~6 hrs/week):</b>
	By attending regular staff and relevant committee meetings, acting as staff liaison when necessary.
	By regularly communicating with church leadership to adapt strategic decisions/activities, based on stated ministerial goals.

**Reporting Relationships:** Reports directly to the Lead Pastor.

**Work Hours:** 40 hours per week, including regularly scheduled time on Sunday mornings (salaried position).

**Special Terms:**

- Available on weekends and other times when outreach events are scheduled.
- Attendance at staff and education committee meetings held regularly.
- Must pass a background screening and sign the NSUMC Safe Sanctuaries Guidelines.

<b>Employee – Print full name</b>	<b>Date:</b>
<b>Employee Signature (<i>having read and reviewed the entire document</i>)</b>	
<b>Lead Pastor’s Signature</b>	<b>Date:</b>