



CHRIST COVENANT
CHURCH

Director of Women's Ministry

POSITION PURPOSE:

This position serves with the leadership of Christ Covenant Church to encourage women to grow in God's word, to serve according to their gifts, to fellowship and grow in relationship with other women of the church, and to share the gospel with the community around them.

POSITION SUMMARY:

- Train and equip women for the work of the church
- Lead women by example
- Provide direction and shepherding of Women's Ministries Leadership Team (WMLT).
- Promote women's service to the church, through the WMLT, as directed by the Session
- Promote, support and encourage women in and towards ministry outside the church
- Provide oversight for event-planning for women with the WMLT
- Promote partnership with Women in the Church, through WMLT, at local, regional and national levels
- Advocate for women's issues and needs among Pastoral and Senior Staff
- Provide pastoral care for women
- Cultivate biblical womanhood in the church

PERSONAL COMMITMENTS:

- Committed to Jesus Christ as personal Savior and Lord.
- Committed to a deep and demonstrated love for Christ's Church.
- Committed member of Christ Covenant Church.
- Committed to the theology of the Westminster Confession of Faith.
- Heartily committed to the beauty of a complementarian view of church and home life.
- A desire to see women in the church of Jesus Christ be taught the whole counsel of God, so that they might grow in grace and knowledge of our Lord and Savior, Jesus Christ.
- A desire to be actively involved in Women's Ministries in the church.
- Committed to being a leader in training women for ministry at all levels.
- Shepherd with a track record of changed lives as a result of her influence.
- Staff and leadership team player, will to be active participant in the life and ministry of the staff.
- Committed to being a delegator – managing ministry with a "team" approach.
- Solid family life, if married, and commitment to maintain and model that as a priority of her ministry.

REPORTING RELATIONSHIPS:

The Director of Women's Ministries reports to the Senior Associate Pastor.

REQUIRED SKILLS/ABILITIES:

- Sober-minded: serious about life and godliness and passionate about the Kingdom
- Self-controlled: able to manage her own behavior, particularly in terms of habits, reactions and impulses
- Respectable: morally above reproach, well-thought of by others
- Hospitable: friendly, welcoming, and generous, particularly to guests and strangers
- Gentle: a benevolent and kind nature or manner
- Not quarrelsome: able to disagree with grace and dignity, protecting the reputation of others
- Able to teach: having wisdom from experience and being able to influence others through teaching
- Competent Communicator – Demonstrated ability using effective communication skills.



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SUPPORTING EXPERIENCE:

Minimum 5 years experience working in a Women's Ministry role

EDUCATION/TRAINING:

Bachelors or Master's degree in Biblical or Theological Studies preferred. Proven theological competency required.

SUPPORTING EXPERIENCE:

- Demonstrated ability to quickly relate to and connect with Women of all generations.
- Strong relational skills with an ability to build and maintain deep and lasting relationships
- Demonstrated leadership skills managing multiple projects and people
- Ability to train disciples by identifying, deploying, and developing their spiritual gifts
- Experience in leadership development is a plus
- Strong grasp of Bible and theology and ability to teach, impart, and apply it personally and to exhort application in others
- Ability to equip believers to grow in their knowledge, love for, and enjoyment of God, love for others, and effectiveness in ministry
- Demonstrated experience in shepherding (either personal or ministry)
- Demonstrated experience in pastoral counseling
- Significant life experiences in similar/relevant roles
- Demonstrated ability to recruit, train, develop and build teams, as well as being a team player

BASIC ROLES/EXPECTATIONS:

OVERALL

- Lead women by example
 - Personally attending worship faithfully, morning and evening.
 - Connected to the church through vital relationships with other women, both older & younger
 - Deploying spiritual gifts both in women's ministries and in other arenas of the church as appropriate
 - Personally engaged and invested in relationships with non-believers

AS A PERCENTAGE OF TIME

DEVELOP, LEAD AND PROMOTE THE MINISTRIES OF AND TO WOMEN – 50%

- Partner with the pastors and senior staff to develop and sustain effective ministries to complement the work of the Session so that the mission and goals of Women's Ministry are in concert with those of the Session.
- Recruit, direct and shepherd gifted women to lead in Women's Ministry including the Women's Ministry Leadership Team (WMLT)
- Promote women's service to the church, through the WMLT, as directed by the Session.
- Provide oversight for event-planning for women with the WMLT as requested by the Session.
- Endorse and promote as appropriate, the ministry of women serving outside Women's Ministry and beyond the church.



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SHEPHERD AND DISCIPLE WOMEN – 30%

- Invest spiritually in the leaders of Women's Ministry so they are growing in their faith and life with Christ and are able and willing to invest in others.
- Teach women the whole counsel of God
- Advocate for women's issues and needs among Pastoral and Senior Staff
 - Have an awareness of and appreciation for cultural issues and pressures that affect women
 - Anticipate the impact of community, cultural and church-wide events on women and families
- Collaborate with pastoral staff to insure pastoral care for women and families personally and through Women's Ministry.
- Be available to counsel with women seeking help and direct them to the appropriate resources.
- Be available to shepherd the staff women of Christ Covenant.

GENERAL & SENIOR STAFF – 20% (work with senior staff to ensure the overall purpose and vision of CCC is being accomplished through the assigned ministries)

- Attend all weekly and quarterly meetings where possible
- Attend ministry staff meetings and be an effective participant on the senior staff team
- Represent the needs of women's ministry for planning, budgeting, and resource discussions with senior staff
- Work with senior staff in planning, implementing, directing, and overseeing of church-wide goals
- Be a resource to other staff directors and their ministries
- Be a resource to the Central Carolina Presbytery and the PCA in the realm of Women's Ministry

SPIRITUAL GIFTS NEEDED

- Leadership: *The divine enablement to cast vision, motivate, and direct women to harmoniously accomplish the purposes of God.*
- Shepherding: *The divine enablement to nurture, care for, and guide people toward on-going spiritual maturity and becoming like Christ.*
- Encouragement: *The divine enablement to present truth so as to strengthen, comfort, or urge to action those who are discouraged or wavering in their faith.*
- Spiritual Passion: for women to become mature followers of Christ

PHYSICAL ABILITIES:

- Position involves light to medium walking, standing, stooping carrying and lifting of lightweight materials (under 25 pounds).
- Requires visual acuity to read numbers, letters, and images; depth perception; hand and finger dexterity to use a keyboard, and hand-eye coordination.
- Requires speaking and hearing ability sufficient to hear over phone, speak publicly, and carry on routine conversations.