

Community Outreach Director

Our mission is to help as many people as possible become totally committed to Jesus Christ

Primary Description:

The Director of Community Outreach will seek to reach as many people as possible for Jesus Christ through the use of service, compassion, and team outreach. This person will organize, train, and work with volunteers in a variety of outreach activities, community services, and develop partnerships with existing outside charities and non-profit organizations.

Status: Full Time

Lines of Accountability: Executive Pastor

Ministry Responsibilities:

1. Research, Development and Partnership

- Research new charities and develop new partnerships in the local community with which Shoreline may meet outreach objectives
- Maintain partnerships with existing charities by developing long-term relationships (including the sharing of volunteers and creative ideas to allow Shoreline to remain relevant in its community)
- Assist in securing donations of supplies, products and money needed for the development of new and ongoing projects (such as a clothing closet and food pantry)

2. Recruit

- Conduct church-wide communication meetings bi-annually to keep the church body informed of the ministry's vision and encourage volunteers to get involved.
- Use a variety of media formats (e-mails, the church's website, etc.) to insure that Community Outreach is represented in internal and external church literature.
- Recruit project leaders to assist the director and advisory teams in monthly and annual activities and events.
- Recruit, equip and support a large team of committed volunteers to actively participate in both planning and staffing outreach activities and events.

3. Develop and Train

- Develop an “Advisory Team” and “Benevolence & Hope Team” (consisting of volunteers) to assist in the implementation of the ministry’s goals.
- Design, strategize for and implement monthly activities and annual outreach events in the community.
- Develop a core team of project coordinators for each of the on-going events and activities.
- Train outreach participants in evangelism and prepare them for different situations they may encounter.
- Ensure that all events and activities have at least one person in a leadership role, and personally attend as many events and activities as possible.
- Mentor volunteers and challenge them to grow in their service and leadership roles.

4. Other duties

- Oversee and maintain the budget for Community Outreach Ministries.
- Supervise administrative help.
- Implement programs to thank volunteers.
- Attend mandatory meetings with pastors and directors.
- Partnership with other ministries within the church.
- Maintain a system to keep records of all events.
- Conduct a review and analysis of past events to identify any areas for improvement.

Therefore, since we are receiving a kingdom that cannot be shaken, let us be thankful, and so serve God acceptably with reverence and awe!

(Hebrews 12:28)