FIRST CHURCH

**Job Description**

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| **Position Title:** |  | **Department:** |  |
| **Reports To:** |  | **Level:** |  |
| **Ministry Team:** |  | **Classification:** |  |
| **Hours Per Week:** |  | **Status:** |  |

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| **Overall Responsibilities:**  Provide leadership and management to discipleship, evangelism and member assimilation teams and the people to whom they minister, providing them with the best opportunity to become fully-developing followers of Christ. |
| **Key Tasks & Responsibilities:**  **Direct Responsibility for:**   * - * - * - * - * Other areas as assigned by the Executive Pastor   **Supervisory Responsibility for the following ministries, and positions & programs for which each is responsible:**   * - * - * - * - |
| **Skills & Attributes:**   * + -   + -   + Administrative skills and computer proficiency   + Strong work ethic   + Commitment to excellence |
| **Experience Required:**   * - * - * **-** * **-** |

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| **Position currently held by:** |  |
| **Supervisor:** |  |
| **Last Updated:** | 3/20/2016 |