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 |