

Community of Christ

FIELD STAFF POSITION DESCRIPTION FORM

Position Title: **Congregational Support Minister**
Mission Center: **Greater Northwest-Bend, Oregon**
Congregation

Status: **Full-Time**
Classification: **Executive Minister**

This position is within the currently approved budget.

Grade: **Field Specialist**

Position Summary: An exciting and exceptional opportunity to pioneer the development of a signal community located in a large property in central Oregon. Bend Congregation seeks a Congregational Support Minister as adjunct to the pastor in accomplishing three major objectives:

1. Works with the pastor and leadership team to set and implement mission goals.
2. Stewardship ministry.
3. Site development of the property.

Work Experience: **5+ Years**

Education: **Bachelor Degree**

Qualifications Include:

1. Eligible for seminary preferred.
2. MEADS training.
3. Community of Christ Melchisedec Priesthood member.
4. Experience as a pastor and church leadership experience.
5. Experience in community organization.
6. Experience with youth leadership.
7. Skilled and experienced public speaker and preacher.
8. Outreach mindset.
9. Demonstrated skill/experience in managing complex, high-dollar building projects with many details and tight guidelines preferred.

Key Competencies Include:

(1-23): **1-Action Oriented**
(1-23): **10-Compassion**
(1-23): **None**

(1-23): **11-Composure**
(1-23): **5-Business Acumen**
(1-23): **None**

(24-47): **27-Informing**
(24-47): **33-Listening**
(24-47): **29-Integrity and Trust**

(24-47): **39-Organizing**
(24-47): **24-Functional/Technical Skills**
(24-47): **36-Motivating Others**

(48 -68): **49-Presentation Skills**
(48 -68): **67-Written Communications**
(48 -68): **None**

(48 -68): **51-Problem Solving**
(48 -68): **62-Time Management**
(48 -68): **None**

(204-271): **206-Self Starter**
(204-271): **268-Preaching and Presenting**
(204-271): **271-Peacemaking**

(204-271): **234-Ministerial Courage**
(204-271): **228-Creative Management**
(204-271): **219-Developing Others**

Primary Responsibilities Include: Working within the congregation to help promote and foster a caring church community. Identifying and matching the giftedness of the members with the needs and opportunities for ministry in the community. Developing a plan for congregation financial giving. Working with the pastor/leadership team to present a balanced budget. Working with the congregation building committee to ensure that the vision and mission of the site development plan is successful. Overseeing and managing the site development budget. Completing all reports relating to site development. Serving as the official liaison between the congregation, mission center, and World Church. Participating as a member of the Bend Congregation leadership team. Assuming the usual Melchisedec priesthood responsibilities. Attending all of the mission center staff meetings, training, and retreats as agreed upon by the mission center.

Additional Comments:

Disclaimer: The above statements are intended to describe the general nature and level of work being performed by staff assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required. All staff may be required to perform duties outside their normal responsibilities, as needed.