

# PROVIDENCE

Position Description: Spiritual Formation Director

## POSITION OVERVIEW

The right candidate is a proven leader who can help us build capacity to shepherd a growing church. He has the experience and competency to serve in a variety of roles. He also has the humility and maturity to serve alongside a team of founding pastors. He will be part of the Providence staff team, engaged in the overall mission of the church, report directly to the pastoral team, and moving toward eldership.

## POSITION RESPONSIBILITIES

The primary role is to oversee two of our core strategies: Gospel Communities & Equipping. You will also be serving at-large to help us build overall shepherding capacity in our church.

### **Gospel Communities**

Our small groups function as one of our primary shepherding structures. Specific responsibilities include:

- Oversee the small groups ministry: group health, assimilation, multiplication, training, etc.
- Shepherd specific groups. Each of our elders oversees 2-4 groups, which involves coaching and caring for leaders, meeting with members in those groups, and sharing group updates and needs with elders. When the number of groups exceeds the capacity of our elder team, part of your role will be to fill that gap.
- Build a leadership pipeline to identify, deploy, and develop future GC leaders.
- Develop tools & resources: group discussion questions, training materials, group health assessment, etc.
- Gather and share stories of how God is at work in our GCs.
- Participate in strategic planning for GCs, help implement that plan and troubleshoot problems.

### **Equipping Ministry**

Our equipping ministry provides resources and learning environments to help people grow in their faith and apply the gospel to all of life. Specific responsibilities include:

- Help design and implement an overall equipping strategy for our church. This will include assessing, editing, and adding to what we already have in place.
- Be able to teach classes effectively and occasionally preach.
- Plan and manage all equipping opportunities (e.g., classes, events, cohorts).
- Develop and/or curate resources, classes, and events for specific needs (e.g. marriage, parenting, singleness, faith & work, etc.)
- Integrate certain elements of the equipping ministry with our leadership development pipeline. This will involve content development as well as training leaders in various settings.

## At-Large Leadership

- Be available for various kinds of counseling, discipleship and care.
- Run point on special projects.
- Function as part of the pastoral team, helping to shape and lead the vision of Providence.

## IMPORTANT APTITUDES

- *Gospel fluency:* You can articulate the gospel and apply it to real life situations. You can speak from personal experience. You understand the centrality of the gospel in all that we do as a church.
- *Theological depth:* This includes a grasp of biblical, systematic, and practical theology.
- *Emotional health:* Your identity is rooted in Christ. You are not afraid to fail, able to give and receive constructive feedback, and not governed by the approval of others. You seek to resolve conflict in a timely manner. You are able to articulate needs, but also to focus on the needs of others.
- *Relational warmth:* You are comfortable relating to a wide variety of people. You are aware of how people experience you, both as a representative of Jesus and of the church.
- *Discipleship:* Ability and track record of making disciples who make disciples.
- *Communication:* You have effective skills in verbal and written communication. Whether you are writing an email or teaching a class, you can do so with clarity, relational warmth, and gospel-centrality.
- *Content creation:* You can write quality content and create effective resources and tools for various applications (classes, small groups, etc.).
- *Counseling:* You are proficient in biblical counseling and conflict resolution.
- *Project management:* You can think strategically. You can take a project from start to finish (see the problem, make a plan, execute the plan). You are a self-starter, executer, detail-oriented, and intuitive.
- *Teamwork:* You can work with members and volunteers, as well as the Providence staff, to effectively achieve objectives and minister to people.

## HOW WILL I BE EVALUATED?

Primarily on the following markers of health and fruitfulness of the two ministries you will oversee:

### Gospel Communities

- *On the health of Gospel Communities:* Groups are growing in discipleship, community, and mission. Providence is experiencing measurable gains in evangelism, discipleship, leader development, and GC multiplication in line with church growth.
- *On the health and effectiveness of GC Leaders:* Leaders are walking with God, feeling cared for, and well-equipped for ministry. They are growing in gospel fluency and leadership ability.
- *On your ability to cast vision for GCs at various levels and assimilate people into GCs:* The average attender understands the purpose of GCs and their importance to our church. Stories of how God is at work in GCs are regularly being shared. 85% of people that attend Providence are in a GC.

- *On the quality and fruitfulness of resources produced:* Not only current content (e.g. GC discussion guides), but also producing new tools and resources that meet needs, fill gaps, and advance the health and mission of GCs. Being proactive in resource development.
- *On the execution and excellence of any special projects and events.*

## Equipping

- *On the growth of our equipping ministries:* You are building out a robust offering of classes, training, events, etc. that meet the needs of our people and advance the mission of our church.
- *On the integration of equipping ministries:* The equipping ministry helps people live more fruitfully in everyday life and serve more effectively in the church.
- *On the quality of what we offer:* Equipping opportunities are marked by excellence in content, communication, format, and connection.
- *On your ability to administrate equipping opportunities:* You can oversee the operations end of equipping opportunities (scheduling, sequencing, event planning, recruitment, registration, etc.)
- *On your ability to develop leaders:* You are building a team of leaders and teachers who are using their gifts effectively to equip people in our church.

## ESSENTIAL EDUCATION & EXPERIENCE:

- Bachelor's Degree
- Graduate Level Biblical & Theological Training
- Vocational Ministry (5 years): preferably with specific experience in shepherding people, overseeing groups, and teaching.

## COMPENSATION

- This is a full-time position with full health and dental benefits
- Competitive salary based on position group: Senior Ministry Leadership
- Flexibility for outside ministry as approved by elders