

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF PIT CREW

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

PIT (Putting Ideas Together Through Technology) Crew

General Purpose of Position:

Team of tech-savvy, media-minded and visually creative individuals responsible for assisting the Senior Pastor with visual aids for sermon presentations, coordinating recording of all services and reproduction of sermons via cd, video, streaming, and USB; maintaining social media sites aesthetically as deemed necessary by DMT.

Organizational Relationship and Supervision:

The PIT Crew reports to the Director of Media & Technology (DMT) and Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The DMT provides an annual evaluation of the PIT Crew's performance. The PIT Crew will be responsible and subject to the Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, Media & Technology Conferences for Self Betterment (or be enrolled in a media & technology based collegiate program), Sunday Services, and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of video, audio, visual aid and creative aspects of ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of media & technology ministry to:

-Develop, Cultivate and Market a Brand for Glorious COGIC that is indicative of the vision of the Senior Pastor and that is effective at drawing people to services and events held by the church.

Responsibilities:

1. Be an advocate for media & technology and educate the congregation about the hopes, concerns and needs of the media & technology department in the local church.
2. Overall responsibility to develop media & technology ministry at Glorious COGIC that is culturally relevant by constructing creative video, audio and visual elements for ministry purposes.
3. Responsible for all aspects of technical production for services at Glorious COGIC (i.e. Video, media, lighting).

4. Recruit, train, develop and spiritually lead a team of youth or alternatives to execute technology for worship services.
5. Assist DMT in the development of web content, using best practices and creative ideas, making weekly updates.
6. Assist DMT in creating design graphics for sermon series carrying theme throughout with CD covers and bulletin.
7. Graphic design for advertisements including, phone book, mail outs and others as requested.
8. Assist DMT in creating weekly video announcements and message intros.
9. Assist DMT in creating baptism, community outreach, special events and end of the year highlight videos.
10. Provide technical advice and guidance on design and technical graphics issues to other departments.
11. Be creative support for Senior Pastor as well as any other Staff desiring to use audio, video or visual elements during services.
12. IT support for staff.
13. Report directly to DMT and Senior Pastor.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement a music ministry.
3. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers.
4. Must have a proven record of faithfulness to a ministry and proven track record of successful development of a media & technology ministry.
5. Must have knowledge of media & technology and ability to teach/train others.
6. Must be a team player, wanting to support and encourage other staff and volunteers.
7. Must show good attention to details.
8. Must be able to interpret and support Glorious COGIC's values through our media & technology ministry.
9. Must perform duties and responsibilities in a manner to glorify Christ and further the mission and ministry purposes of the church.
10. Must have a passion to reach our community through technological excellence at Glorious COGIC.
11. Must be goal oriented.
12. Must possess the ability to meet deadlines.
13. Must effectively organize, prioritize and lead multiple projects.
14. Must efficiently manage a production schedule.
15. Must have hands on experience with web-based technologies.
16. Must demonstrate design experience in print design and production.
17. Must have an attitude of responsiveness and flexibility.
18. Must be reliable and punctual.

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF SUNDAY SCHOOL

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION JOB DESCRIPTION

Sunday School Superintendent

General Purpose of Position:

To provide overall responsibility for the spiritual growth of Glorious COGIC members at the helm of the educational aspects of spiritual life- Sunday School and Bible Study.

Organizational Relationship and Supervision:

The Director of Sunday school reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the his/her performance. The superintendent will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Sunday School Meetings, State Sunday School Meetings, Sunday Services and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of the Sunday school department at all levels in the connectional system of the Church of God in Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of the superintendent to:

- educate the instructors of the church so that the biblical understanding and embellishment of members improves
- encourage instructors to try various teaching styles and methods
- encourage instructors to provide students with opportunities for nurture and growth
- challenge instructors with monthly milestones to encourage embellishment church-wide

Responsibilities:

1. Be an advocate for biblical embellishment and educate the congregation about the need for sound biblical knowledge and philosophical foundations in the word of God.
2. Help plan, develop, implement all aspects of a balanced embellishment system in the areas of biblical language, vocabulary, themes, authorship and discernment as it pertains to the word of God.
3. Support and guide the work of Sunday School and Bible Study staff in an annual process of evaluating teachers and their ability to instill lasting biblical knowledge in students.

4. Be aware of resources for developing Sunday School and Bible Study ministries and participate in biblical education events and training opportunities.
5. Recruit and train Sunday School teachers and Bible Study teachers who work with the ministry in all aspects of men's ministry and ensure adequate volunteer support.
6. Work in partnership with the Missions and Evangelism Ministries to effectively reach women in the community and develop a strategic men's ministry outreach plan.
7. Keep records of teacher and student participation.
8. Create and manage embellishment budget. (Including: study materials necessary to help students, keep track of and order Sunday School and Bible Study books).
9. Make yourself available to teachers in a variety of ways (i.e. Fellowship, visitation, times of crisis etc.).

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology (as instructed by the Senior Pastor).
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an embellishment system.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of educators.

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF EVANGELISM

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Evangelism

General Purpose of Position:

To lead the church to larger exponential growth by providing kingdom leadership in the area of evangelism.

Organizational Relationship and Supervision:

The Director of Evangelism (DOE) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DOE's performance. The DOE will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Evangelism & Mission Meetings, State Evangelism & Missions Meetings, Sunday Services and Sunday School at Glorious COGIC.

The Primary Task:

To work with and under the direction of the senior pastor as a member of the pastoral team to enable the church to focus on the Great Commission and to equip Glorious COGIC to carry out the five functions of the New Testament church: evangelism, discipleship, ministry, fellowship and worship.

There shall be a comprehensive approach to the development and implementation of evangelism ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of evangelical ministry to:

- love people where they are
- encourage people in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve their communities and world

Responsibilities:

1. Be an advocate for evangelism and educate the congregation about the hopes, concerns and needs of people in the local church and community.
2. Help plan, develop, implement all aspects of a balanced evangelical ministry in the areas of group building, worship, discipleship, mission, and outreach.

3. Support the work of Missions President; support and guide the work of Evangelism Staff in an annual process of evaluating the visions and goals of the evangelical ministry and directing monthly planning sessions.
4. Identify and mentor those with the gift of evangelism and aide in developing their leadership skills and delegate staff to do so as well. Make Pastor aware of those who could be candidates for licensure in the Church of God in Christ.
5. Be aware of resources for developing evangelical ministry programming and participate in continuing education events and training opportunities.
6. Make arrangements for staff who cannot afford to pay state reports.
7. Recruit and train volunteers who work with the ministry in all aspects of evangelical ministry and ensure adequate volunteer support.
8. Be a liaison between the church and other community organizations, people, and resources that relate to evangelism and evangelical ministries.
9. Work in partnership with the Missions and Youth Ministries to effectively reach youth in the community and develop a strategic youth ministry outreach plan.
10. Work constantly in cohesion with the Mission's ministry on outreach and evangelism projects. Undergird the Missions ministry in all endeavors and encourage a "missions first" mentality in the evangelism ministry.
11. Keep records of teacher and student participation.
12. Manage the evangelism ministry budget.
13. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
14. Make yourself available to staff and people in a variety of ways (i.e. Fellowship, visitation, times of crisis, etc.).
15. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an evangelical ministry.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers.

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF MISSIONS

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Missions

General Purpose of Position:

To lead the church to larger exponential growth by providing kingdom leadership in the area of missions; to ensure that the vision and mission statements of Glorious COGIC are being modeled in all missions, evangelism and outreach efforts.

Organizational Relationship and Supervision:

The Director of Missions (DOM) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DOM's performance. The DOM will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Evangelism & Missions Meetings, State Evangelism & Missions Meetings, Sunday Services and Sunday School at Glorious COGIC; any community meetings deemed necessary by Pastor Williams.

The Primary Task:

To work with and under the direction of the senior pastor as a member of the pastoral team to enable the church to focus on the Great Commission and to equip Glorious COGIC to carry out the five functions of the New Testament church: evangelism, discipleship, ministry, fellowship and worship.

There shall be a comprehensive approach to the development and implementation of missions ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of missions ministry to:

- love people where they are
- encourage people in developing their relationship to God
- provide them with opportunities for nurture and growth
- feed and clothe those in need; find housing and other resources if necessary

Responsibilities:

1. Be an advocate for missions and educate the congregation about the hopes, concerns and needs of people in the local church and community.
2. Help plan, develop, implement all aspects of a balanced missions ministry in the areas of group building, worship, discipleship, mission, and outreach.

3. Support the work of State Missions President; support and guide the work of Missions Staff in an annual process of evaluating the visions and goals of the missions ministry and directing monthly planning sessions.
4. Identify and mentor those with the gift of evangelism and aide in developing their leadership skills and delegate staff to do so as well. Make Pastor aware of those who could be candidates for licensure in the Church of God in Christ.
5. Be aware of resources for developing missions ministry programming and participate in continuing education events and training opportunities.
6. Make arrangements for food and clothing at missions events.
 - a. Oversee food truck and food distribution drop-offs/pick-ups at the church.
 - b. Place orders with vendors for the Missions House
7. Recruit and train volunteers who work with the ministry in all aspects of missions ministry and ensure adequate volunteer support.
8. Be a liaison between the church and other community organizations, people, and resources that relate to missions.
9. Work in partnership with the Evangelism and Youth Ministries to effectively reach youth in the community and develop a strategic youth ministry outreach plan.
10. Work constantly in cohesion with the Evangelism ministry on outreach and missions projects. Undergird the Evangelism ministry in all endeavors and encourage a “missions first” mentality in the evangelism ministry.
11. Keep records of staff participation.
12. Manage the missions ministry budget.
13. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
14. Make yourself available to staff and people in a variety of ways (i.e. Fellowship, visitation, times of crisis, etc.).
15. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an evangelical ministry.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers. (Being bilingual is a plus)

GLORIOUS COGIC JOB DESCRIPTION
MINISTER OF MUSIC

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Minister of Music

General Purpose of Position:

To provide overall responsibility for the leadership and vision for music ministry in a way that expresses the vision and values of Glorious COGIC. This vision should encourage congregations to engage in praise and worship, and encourage musicians, singers, and worship leaders to grow in their relationships and gifts with God in order to accomplish the Levite mission.

Organizational Relationship and Supervision:

The Director of Minister of Music (MOM) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the MOM's performance. The MOM will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Music Department Meetings, State Music Department Meetings, Sunday Services and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of music ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of music ministry to:

- set atmosphere conducive to the flow of the spirit of God in all services
- encourage worship leaders/musicians/singers in developing their gifts
- challenge congregations to respond to God through praise and worship

Responsibilities:

1. Be an advocate for missions and educate the congregation about the hopes, concerns and needs of the music department in the local church.
2. Overall responsibility to develop musical/worship ministry at Glorious COGIC that is culturally relevant.
3. Help usher people into worship with confidence and humility.
4. Plan worship and choir music in light of sermons, liturgical calendar and special events.

- a. Provide musical variety to reflect the diverse context of the congregation and community.
 - b. Provide insight on Sunday worship services and help to coordinate flow.
5. Meet with pastor and staff bi-monthly.
6. When possible, provide musical leadership for Glorious COGIC funerals.
7. Prepare for and conduct weekly rehearsals.
8. Help Director of "Youth Ministries to develop and oversee creation of a youth choir. (youth choir does not currently exist)
9. Oversee community engagement opportunities with choir. (prison visits, nursing home/assisted living/congregational shut-in visits, neighborhood events, etc.).
10. Seek out and encourage growth and participation from the congregation in the music ministry. (all ages)
11. Invest in and mentor musical and leadership gifts of those already involved in the music ministry.
12. Make known and promote educational opportunities and workshops for musicians and choir.
13. Provide administrative leadership and support for the Music Ministry
 - a. Communicate details and weekly expectations for the choir, worship leaders, musicians and technology/media team.
 - b. Schedule and oversee the technology/media team.
 - c. Manage and schedule for maintenance of instruments.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an music ministry.
3. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers.
4. Must have a heart soft for the Lord and for those seeking to worship and walk in His ways.
5. Must have a personal sense of call on life and an ongoing and developing relationship with the Lord of that call.
6. Must have an attitude and communication style that reflects understanding of servant leadership; with a teachable spirit.
7. Must have a proven record of faithfulness to a ministry and a proven track record of successful development of a music ministry.
8. Must have knowledge of music theory and ability to teach/train others.
9. Must be a team player; wanting to support and encourage other staff and volunteers.
10. Must show good attention to details.
11. Must be able to interpret and support Glorious COGIC's values through our music ministry.
12. Must be passionate about and have experience leading a multicultural choir in diverse styles of praise and worship.

GLORIOUS COGIC JOB DESCRIPTION
YOUTH LEADERSHIP ADMINISTRATOR

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Youth Leadership Administrator

General Purpose of Position:

To oversee the general welfare of youth ministry at Glorious COGIC by spearheading youth educational events, fundraisers, and any other events as deemed necessary by the DYM.

Organizational Relationship and Supervision:

The Youth Leadership Administrator (YLA) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the YLA's performance. The YLA will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Youth Meetings, State Youth Meetings, Sunday Services and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of youth ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of youth ministry to:

- love youth where they are
- encourage youth in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve in their communities and world

Responsibilities:

1. Be an advocate for youth and educate the congregation about the hopes, concerns and needs of youth the local church and community.
2. Help plan, develop, and implement all aspects of a balanced youth ministry in the areas of education, finances, youth development and fellowship.
3. Be aware of resources for developing the youth ministry programming and participate in continuing education events and training opportunities.
4. Keep records of youth participation.
5. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure

communication with DYM, Senior Pastor, church staff and leadership, parents, and the congregation as a whole.

6. Make yourself available to youth in a variety of ways (i.e. lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc).
7. Work to concert with the gifts and talents of other staff members and maintain a teamwork mentality.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement the educational financial, developmental and fellowship-centered aspects youth ministry.
3. Must have excellent written and verbal communication skills, conflict management skills, and computer skills.
4. Must possess a proven ability to work effectively with youth, diverse individuals and teams of volunteers.

GLORIOUS COGIC JOB DESCRIPTION
YOUTH PASTOR

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Youth Ministries/Youth Pastor

General Purpose of Position:

To build young disciples for Christ by developing and implementing a comprehensive approach to youth ministry (in the areas of group building, worship, discipleship, mission, and outreach) while serving as a spiritual leader and role model.

Organizational Relationship and Supervision:

The Director of Youth Ministries (DYM) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DYM's performance. The DYM will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Youth Meetings, State Youth Meetings, Sunday Services and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of youth ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of youth ministry to:

- love youth where they are
- encourage youth in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve in their communities and world

Responsibilities:

1. Be an advocate for youth and educate the congregation about the hopes, concerns and needs of youth the local church and community.
2. Help plan, develop, and implement all aspects of a balanced youth ministry in the areas of group building, worship, discipleship, mission, and outreach.
3. Support and guide the work of the Youth President, Youth Coach, and Youth Staff in an annual process of evaluating the vision and goals of the youth ministry and directing monthly planning sessions.
4. Mentor youth in developing their leadership skills and delegate staff to do so as well.

5. Be aware of resources for developing the youth ministry programming and participate in continuing education events and training opportunities.
6. Recruit and train volunteers who work with youth in all aspects of youth ministry and ensure adequate volunteer support and adult to youth ratios.
7. Be a liaison between the church and other community organizations, people, and resources that relate to youth and youth ministries.
8. Coordinate Sunday school curriculum for youth and recruit teachers with approval from Senior Pastor.
9. Work in partnership with the Evangelism and Missions Ministries to effectively reach youth in the community and develop a strategic youth ministry outreach plan.
10. Keep records of youth participation.
11. Manage the youth ministry budget.
12. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
13. Make yourself available to youth in a variety of ways (i.e. lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc).
14. Work to concert with the gifts and talents of other staff members and maintain a teamwork mentality.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement the educational financial, developmental and fellowship-centered aspects youth ministry.
3. Must have excellent written and verbal communication skills, conflict management skills, and computer skills.
4. Must possess a proven ability to work effectively with youth, diverse individuals and teams of volunteers.

GLORIOUS COGIC
YOUTH MINISTRY LAYOUT

Staff

Youth Pastor

- Head of youth ministry
- Makes all major decisions concerning Youth Ministry
- Governs and runs youth church services
 - Complies programs and services
 - (speaks at all Youth Church services unless alternative speaker is approved by Pastor Williams)
 - Invites guest youth ministries to fellowship
- Delegates staff to carry out every day ministry operations and activities
- Develops and maintains relationship with all Glorious COGIC Youth
 - Oversees spiritual development of youth
 - Formulates success plans for all youth **18-**, ensures that youth are equipped by Glorious to fulfill their God-given destinies and undergird the mission of the church
- Holds monthly meetings with Youth President to discuss ministry affairs
- Holds quarterly meetings with entire Youth Ministry staff to discuss ministry affairs
- Works with Glorious auxiliaries to ensure all church functions are properly staffed and extends Youth Ministry aide when necessary
- Works with Pastor Williams to incorporate Youth Ministry with Missions Ministry
- Works with district chairlady and Youth President to carry out district youth functions and activities
- Establishes, develops and maintains relationships with local Youth Ministries and Youth Pastors in the Region to expand the Glorious COGIC Ministry Network

Youth President

- Assistant to Youth Pastor
- Spearheads all Youth Ministry fundraising efforts
- Overseeing Academic development of youth
 - Formulates success plans for all youth 18-, ensures that youth are equipped by Glorious to be exceptional students and to succeed in the classroom

Youth Coach

- Oversees athletic development of Glorious youth
 - formulates success plans for all youth **18-**, ensures that youth are equipped by Glorious to be exceptional student-athletes and to succeed in their chosen athletic arenas.
 - Compiles a team of at least 2 other staff (approved by Youth Pastor, and then Pastor Williams) to help carry-out duties
 - Uses resources to help Glorious student-athletes create game film and contact coaches for collegiate endeavors

Youth Ministry Staff/Volunteers

- Fieldhands of Youth President
- Conduct day to day or service duties as delegated by Youth President (upon direction from Youth Pastor)
- Available to assist Youth Coach as well when no other duties are available or necessary

Youth Staff/Volunteers

- Youth **13-18** who are mature enough to be role models and leaders in the Youth Ministry
- Will be key participants in Youth Church and Youth Ministry Fundraising events
- Assist any youth senior staff with necessary tasks

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF MEN'S MINISTRIES

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Men's Ministries

General Purpose of Position:

To provide overall responsibility for the leadership and vision for ministries to men in a way that expresses the vision and values of Glorious COGIC and encourages men to grow in their relationships with God and God's people in order to be sent on God's mission.

Organizational Relationship and Supervision:

The Director of Men's Ministries (DMM) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DMM's performance. The DMM will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Men's Department Meetings, State Men's Department Meetings, Sunday Services, and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of Men's ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of Men's ministry to:

- love men where they are
- encourage men in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve in their communities and world

Responsibilities:

1. Be an advocate for men and educate the congregation about the hopes, concerns and needs of men in the local church and community.
2. Help plan, develop, implement all aspects of a balanced missions ministry in the areas of group building, worship, discipleship, mission, and outreach.
3. Support the work of Men's Ministry Staff in an annual process of evaluating the visions and goals of the Men's ministry and directing monthly planning sessions.
4. Be aware of resources for developing Men's ministry programming and participate in continuing education events and training opportunities.

5. Recruit and train volunteers who work with the ministry in all aspects of men's ministry and ensure adequate volunteer support.
6. Work in partnership with the Missions and Evangelism Ministries to effectively reach women in the community and develop a strategic men's ministry outreach plan.
7. Keep records of staff participation.
8. Manage the men's ministry budget.
9. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
10. Make yourself available to staff and people in a variety of ways (i.e. Fellowship, visitation, times of crisis, etc.).
11. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
12. Engage in a personal ministry of discipleship with men of Glorious COGIC, while equipping them to disciple others, as well.
13. Offer practical leadership training and help men find their best place to serve in the church.
14. Find tangible ways to express love, affirmation, and encouragement to the men under your leadership, pray for them consistently, and seek to develop a positive culture of joy and hope.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an evangelical ministry.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers.

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF WOMEN'S MINISTRIES

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Women's Ministries

General Purpose of Position:

To provide overall responsibility for the leadership and vision for ministry to women in a way that expresses the vision and values of Glorious COGIC and encourages men to grow in their relationships with God and God's people in order to be sent on God's mission.

Organizational Relationship and Supervision:

The Director of Women's Ministries (DWM) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DWM's performance. The DWM will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Women's Department Meetings, State Women's Department Meetings, Sunday Services, and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of women's ministry at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of women's ministry to:

- love women where they are
- encourage women in developing their relationship to God
- provide them with opportunities for nurture and growth
- challenge them to respond to God's call to serve in their communities and world

Responsibilities:

1. Be an advocate for women and educate the congregation about the hopes, concerns and needs of women in the local church and community.
2. Help plan, develop, implement all aspects of a balanced women's ministry in the areas of group building, worship, discipleship, mission, and outreach.
3. Support the work of Women's Ministry Staff in an annual process of evaluating the visions and goals of the Men's ministry and directing monthly planning sessions.
4. Be aware of resources for developing women's ministry programming and participate in continuing education events and training opportunities.

5. Recruit and train volunteers who work with the ministry in all aspects of women's ministry and ensure adequate volunteer support.
6. Work in partnership with the Missions and Evangelism Ministries to effectively reach women in the community and develop a strategic women's ministry outreach plan.
7. Keep records of staff participation.
8. Manage the women's ministry budget.
9. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
10. Make yourself available to staff and people in a variety of ways (i.e. Fellowship, visitation, times of crisis, etc.).
11. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
12. Engage in a personal ministry of discipleship with women of Glorious COGIC, while equipping them to disciple others, as well.
13. Offer practical leadership training and help women find their best place to serve in the church.
14. Find tangible ways to express love, affirmation, and encouragement to the women under your leadership, pray for them consistently, and seek to develop a positive culture of joy and hope.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement an evangelical ministry.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers.

GLORIOUS COGIC JOB DESCRIPTION
DIRECTOR OF HOSPITALITY SERVICES

Glorious Church of God in Christ
37504 Trilby Road
Dade City, FL 33523

POSITION DESCRIPTION:

Director of Hospitality Services

General Purpose of Position:

To oversee hospitality services and ensure that every person entering the church is greeted, that visitors are offered assistance as appropriate, and that the spirit of love and compassion is modeled so that everyone feels important and welcome at Glorious.

Organizational Relationship and Supervision:

The Director of Hospitality Services (DOHS) reports to the Senior Pastor (Pastor Phillip T. Williams) for spiritual and ministry guidance. The Senior Pastor provides an annual evaluation of the DOHS's performance. The DOHS will be responsible and subject to be Church of God In Christ doctrine, informed by the *Church of God In Christ Manual*, local church policy as determined by the Senior Pastor and his staff. Attendance at the following meetings/services is expected: Quarterly Ministry Meetings, District Hospitality Meetings, State Hospitality Meetings, Sunday Services, and Sunday School at Glorious COGIC.

The Primary Task:

There shall be a comprehensive approach to the development and implementation of hospitality services at all levels in the connectional system of the Church of God In Christ and in all ministry areas of the local church. This comprehensive approach is based on the understanding of the primary task of hospitality services to:

- love people where they are
- encourage people to feel free and at home when attending services
- to provide enjoyable fellowship environments following services
- to appoint and oversee select staff in the field of hospitality services

Responsibilities:

1. Be an advocate for hospitality services and educate the congregation about the hopes, concerns and needs of people in the local church.
2. Help plan, develop, implement all aspects of a balanced hospitality services ministry.

3. Support the work of the State Hospitality President; support and guide the work of Hospitality Services Staff in an annual process of evaluating the vision and goals of the ministry and directing monthly planning sessions.
4. Identify and mentor those with the gift of hospitality and aide in developing their leadership skills and delegate staff to do so as well.
5. Be aware of resources for developing hospitality services at Glorious COGIC. programming and participate in continuing education events and training opportunities.
6. Recruit and train volunteers who work with the ministry in all aspects of hospitality services and ensure adequate volunteer support.
7. Be a liaison between the people of the church and other community organizations, people, and resources that relate to hospitality services.
8. Work in partnership with the ALL Ministries to effectively honor guests at the church, organize programs and organize any efforts to appreciate the pastor or other church officers.
9. Spearhead Bountiful Blessings, Pastor's Appreciation Month, and other hospitality services programs concerning the Pastor with the approval of Pastor's Administrative Assistant.
10. Appoint Food Service Director, Food Service Assistant, Fellowship Coordinator, Greetings, Kitchen Director, Reception Servers and Ushers with the approval of the Pastor.
11. Keep records of staff participation.
12. Manage the hospitality budget.
13. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board etc.). Ensure communication with Senior Pastor, church staff and leadership, parents, and the congregation as a whole.
14. Make yourself available to staff in a variety of ways (i.e. Fellowship, visitations, times of crisis, etc.).
15. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
16. Notify Pastor and necessary Ministry Leaders regarding church members who are hospitalized or disabled, births, deaths, weddings and other events of church members and families of members.

Qualifications and Aptitudes

1. Must embrace Christ-Follower Discipleship and COGIC doctrine and theology
2. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement a hospitality ministry.
3. Must have excellent written and communication skills, conflict management skills and computer skills.
4. Must possess a proven ability to work effectively with diverse individuals and teams of volunteers. (Being bilingual is a plus)