



<p>Approved: June 16, 2017 IRS Worker Classification: Employee FLSA Classification: Exempt WSFC Ministerial Licensure: Eligible</p>	<p>WSFC Employment Category: Regular, Part-Time – 25 hours/week WSFC Staff Category: Ministerial Staff WSFC Hiring Approval Level: Elder Board</p>
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SUMMARY

The Disabilities Ministry Director serves the body of West Shore Free Church by creating and implementing an effective ministry to adults with disabilities and their families and caretakers. This position provides oversight for the Sunday morning disabilities ministry (the A-Team), sign language interpretation and other disability ministry events.

QUALIFICATIONS

Ministry Specific

- Passion for ministry to the disabled and their families and caretakers, with a vision for their integration into the life of the church
- Successful leadership experience in a disabilities or similar ministry is preferred
- Formal education and/or training in the disabilities or a similar field preferred
- Demonstrated administrative, relational and organizational skills to successfully develop, implement, coordinate and evaluate ministry programs and activities
- Embody flexibility, patience, grace, calm under pressure and wisdom
- A clear call to and love for the local church with a willingness to be “all in” with the mission and values of the church
- Excellent “people” skills with the ability to engage all types of personalities with sensitivity and discernment
- Ability to envision, organize and administer a multi-faceted ministry incorporating many volunteer leaders and participants and to coach others to do the same
- Excellent communication skills— the ability to write and teach well
- Theological training and wisdom
- A team builder with the ability to collaborate across ministry lines

Team

Considering the critical role each employee plays in advancing the mission that God has given us at WSFC, each employee shall:

- Express a credible and growing personal faith in Jesus Christ.
- Affirm WSFC’s Statement of Faith, Constitution & Bylaws and Mission, as well as abide by church positions and policies.
- Demonstrate a strong commitment to the corporate life of our church.
- Become a member of WSFC within one year of employment.

RESPONSIBILITIES

Ministry Specific (80-90%)

- Oversee the disabilities ministry and serve as a servant leader/shepherd to the participants and volunteers.



- Develop disabilities ministry leadership team to help direct and dream about the broader efforts of the church to share the good news of Jesus with persons who are disabled.
- Seek opportunities to engage people in the church with all types of disabilities to take part in the regular life of the church family, while providing them with loving assistance where needed.
- Lead the effort to do all that we can as a church family to make our building accessible and our attitudes welcoming to anyone with physical limitations.
- Develop and lead a Sunday morning disabilities program with appropriate curriculum and components for various abilities and sufficient variety in format to create interest and enthusiasm.
- Maintain an effective, fulfilled volunteer staff through regular recruitment, training and development and personal encouragement and support.
- Develop regular means of connecting with the participants through the week and arranging activities that promote community and service, locally and globally, as feasible.
- Lead participants and ministry volunteers through addressing inappropriate behavior issues and life stressors and determining a plan of action in collaboration with the agency/group home of an individual and/or family member(s) as appropriate.
- Participate in at least one opportunity each year for continuing personal growth and ministry development.
- Maintain communication and relationships with group home staff who support participants and seek to develop relationships with staff at additional groups homes as time allows.
- Coordinate deaf interpretation for worship services and other needs as they arise.

Team (10-20%)

- Partner with the other members of the Ministerial Staff, the Senior Pastor and the Elders to seek and pursue God's direction for our church.
- Participate in the church-wide mission to Follow Jesus and Make Him Known in personal life and ministry.
- Supervise and develop staff members reporting under this role.
- Other duties as may be assigned, including duties listed in "[General Expectations for Ministerial Staff](#)" document, available via Human Resources.

REPORTING RELATIONSHIPS

This role serves under the general authority of the WSEFC Elder Board and the leadership of the Senior Pastor, while reporting directly to the Community Engagement Director. This leader will also work in collaborative partnership with other staff who support disabilities ministries in our body.

WORKING ENVIRONMENT

Work will be primarily accomplished on-site and may require occasional travel. Workdays and work hours will vary to meet ministry needs and may include evening or weekend events.