

First Presbyterian Church Job Description

Position Title: INN Director

PURPOSE OF THE POSITION:

To provide leadership for the INN College Ministry in conjunction with the INN Committee and First Presbyterian Church (FPC) with an emphasis on providing for spiritual growth through evangelism, discipleship and nurture toward life-long faith commitment.

HOURS:

Full time position

REQUIRED QUALIFICATIONS:

1. Master's degree or higher
2. Minimum 3 years experience in ministry and leadership
3. Demonstrated experience with staff supervision
4. Demonstrated excellence in oral/ written communication
5. Gifted Teacher

PREFERED QUALIFICATIONS:

1. Theological education
2. Demonstrated experience with fundraising
3. Understanding of college and university culture within a Northwest setting

CHARACTERISTICS:

1. Heart for pastoring college students
2. Skilled visionary leader
3. Demonstrated interpersonal skills
4. Strong administrative and organizational skills
5. Community builder

RESPONSIBILITIES:

1. Provide ongoing oversight and direction for all aspects of the INN and related programs
2. Lead, train, nurture and supervise the INN Staff and INN Interns
3. Coordinate Tuesday night talk series
4. Lead fundraising and oversee finances
5. Promote and represent the INN within the church and the greater Bellingham community
6. Work to preserve the unity of the INN and FPC, offering venues for mutual support
7. Partner with other local college ministries and their leadership
8. Attend and participate in FPC Staff, Session and INN Committee meetings
9. Participate in periodic preaching, teaching, and other responsibilities in the life and work of the church as requested by the Pastor

ACCOUNTABILITY:

Supervised by Pastor and accountable to Session

COMPENSATION:

1. Salary TBD
2. Benefits to include:
 - a. PTO (paid time off) dependent on years of service
 - b. Employee medical insurance (health/vision/dental)
 - c. Employee short term disability
 - d. Life insurance
 - e. Nine holidays