

# Director, Local Missions

## Scope:

The Director of Local Missions is tasked with supporting Westover Church's purpose and vision through providing leadership and operational oversight of Westover's local outreach efforts throughout the Greater Greensboro area. This role equips and mobilizes the body of Westover to partner strategically with/in local ministries and non-profits, schools, and community organizations. The Director of Local Missions is expected to demonstrate, in both word and deed, a passion for seeing opportunities where relational bridges can be built into the community through which the Gospel and love of Christ can be shared. The Director of Local Missions is supported by the Missional Life Pastor.

## Strategic Leadership & Vision: 40%

- Develop and regularly (monthly / quarterly / etc.) invest in a Local Missions Core Team
- Recruit, equip, and position Westover participants into Local Missions serving opportunities.
- Collaborate across ministry areas (Global Missions, NextGEN, LifeCommunities, Small Groups, etc.) to make available / integrate serving opportunities.
- Identify and develop strategic outreach initiatives by building meaningful relationships with both local families and partnering agencies within Westover's focus scope.
- Provide leadership and direction to ensure Westover Local Missions aligns with the overall purpose, vision, mission, and values of the church.

## Department Management: 30%

- Treehouse After-School Tutoring Program:
  - Oversee and direct Program
  - Recruit, coordinate, and train volunteers
  - Maintain consistent communication with Morehead Elementary and participating families
  - Prepare and organize curriculum and tutoring materials
- Event Planning & Implementation
  - Assist in the planning and execution of key outreach events / initiatives including but not limited to:

- Night to Shine
- Spring Local Celebration
- FaithWorks
- Community Garden & Field engagement opportunities
- Summer Events
- Fall Festival
- Christmas Outreach engagement opportunities
- Oversee/Collaborate with the Communications Department for the communication and promotion of Local Missions opportunities including, but not limited to:
  - Local Wall Updates
  - Local Missions Moments
  - Website, Bulletin, Email, and Print Materials

### **Team Development: 20%**

- Maintain regular connection, communication, and engagement with each Local Missions Team.
- Maintain regular connection, communication, and engagement with each Westover Partnership.
- Manage serving team rosters

### **Administration: 10%**

- Meet regularly / collaborate cross-departmentally to increase the effectiveness and engagement of Westover's Local Missions efforts.
- Attend all regular staff functions and meetings relevant to director-level position functionality.

*Due to the nature and requirements of this position, Westover's Local Missions Director should be willing to pursue membership at Westover Church. Time-percentage allocations as well as the specific tasks of this position remain fluid and will continue to be more clearly defined as the role evolves.*