

Job Description

Position:	Dean, Center for Faith Formation
Classifications:	Full-time, Program Staff (Ordained), Exempt
Reports To:	Associate Minister for Christian Education and Faith Formation
Evaluation Due:	Annually, by Associate Minister for Christian Education and Faith Formation
Supervises:	Seminary Interns as appropriate
Staff Liaisons:	Center for Faith Formation Board, Ministry of Education, Young Adult Committee

Job Summary

The Center for Faith Formation is a connective and generative space that gathers people, ideas, and practices into meaningful pathways of formation. The role of the Dean of the Center for Faith Formation will be threefold: 1) developing and implementing the newly launched Center for Faith Formation; 2) providing vision and leadership for a comprehensive Young Adults Ministry; and 3) leading worship and serving as an active member of the ministerial team.

Qualifications

Undergraduate college degree. Master of Divinity from an accredited seminary. Must demonstrate appropriate theological, doctrinal, and administrative knowledge and skills. In addition, skills in preaching, worship leadership, teaching and small group facilitating are needed.

Duties and Responsibilities

- Oversee all Center for Faith Formation programs, including life groups, pilgrimages, and short-term learning cohorts that support special speakers and events.
- In collaboration with the Associate Minister for Education, develop and implement a long-term strategy for adult faith formation, including defined participation pathways and cohort-based learning opportunities supported by the Center.
- Serve as a full participant on the ministerial team through participation in worship planning meetings, ministerial staff meetings, worship leadership, occasional preaching, and pastoral care as needed.
- Provide vision, leadership, and primary staff support for the church's Young Adult Ministry, including engaging newcomers; cultivating ministry leadership; leading Sunday School classes, small groups, and fellowship, service, and recreation events; participating in retreats and mission trips; and supporting other ministry programs.

- Serve as a member of the Education staff team and the Education Ministry team, providing regular support for Sunday morning and Wednesday evening programming.
- Participate in continuing education events, including leadership development retreats, local speakers, guest speakers, and other professional development opportunities.
- Participate regularly in Education staff meetings and contribute to a collaborative, healthy, and effective team culture.
- Attend monthly Session meetings.
- Engage and serve within the Presbytery of Charlotte and other governing bodies of the Presbyterian Church (USA) as appropriate.

Physical Demands

- Requires prolonged sitting, some bending, stooping, stretching, standing and lifting up to 30 pounds occasionally.
- Requires hand-eye coordination and manual dexterity sufficient to operate a keyboard, photocopier, and other office equipment.
- Requires normal and/or correctable range of hearing and vision.

Work Conditions

- Work in office environment, involving contact with staff and the congregation.
- Work may have deadlines, multiple interruptions, high volume and may be stressful at times.
- Regular workweek is Sunday through Thursday. On call for crisis situations.

This position description is not intended to be a comprehensive listing of activities, duties or responsibilities that are required for this role.

Contact:

Email resume and cover letter to careers@covenantpresby.org.