

Hope Evangelical Lutheran Church  
Position Description

Job Title: Outreach Leader  
Reports to: Lead Pastor  
Job status: Half-time

**Position Summary:** This position is that of Outreach Leader in the congregation. As such, this person will lead by example and train members of the congregation in how to do and engage in outreach into the neighborhood and the broader community. In regard to the primary purpose of this position, the Biblical verse from Ephesians 4:11-12 is instructive; “The gifts he (Jesus) gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, *to equip the saints for the work of ministry*, for building up the body of Christ.” Integral to this role, this person must exemplify a commitment to Jesus Christ and be an effective leader to engage people’s hearts and talents to reach out with the love of Christ.

**Reporting relationship:** The Outreach Leader reports to the Lead Pastor and as a member of the staff, will work collaboratively with other staff members, the church council, and the congregation.

**Skills and qualifications:**

- Solid faith in Jesus Christ and ability to communicate it comfortably.
- Capable and comfortable working in a collaborative environment.
- Has attended Gamaliel’s National Leadership Training or agrees to do so.

**Essential Responsibilities:**

Outreach and Discipleship Training (60%)

- Works with Evangelism Chairperson and Lead Pastor to create a team of leaders and train them in how to reach out into the neighborhood to invite both new and long-time residents to engage in the ministry offerings of Hope, and in particular, to attend worship.
- Models this form of outreach by doing the above on a regular basis both alone and with other trained leaders.
- Meets with members of Hope one-on-one to build relationships with them and help them to ascertain their God-given gifts and passions that will help them to build up the body of Christ.
- Develops and leads classes and/or trainings that will develop other leader’s gifts so that they will be inspired and confident to do the same as stated immediately above.
- Works closely with Lead Pastor to agitate and encourage him to do the same.

Worship (10%)

- Actively participate in worship leadership frequently.
- Regular attendee at Sunday morning and mid-week worship opportunities.

Justice and Advocacy (20%)

- Works with Social Justice and Social Concerns Chairpersons along with the Lead Pastor to create a team of leaders and train them in how to engage in opportunities to live out their faith in the public arena.
- Engages members of Hope and the neighborhood to meet with Public Officials, Local Business Leaders, and Community Leaders to voice our values as people of faith *and* to partner with people on issues we together deem important in our life together.

Visioning and other Responsibilities (10%)

- Works with the Lead Pastor and members of the Church Council to prayerfully develop and expand the mission and vision of Hope Lutheran Church in accord with God's word and teaching.
- Prepares regular monthly reports stating visits made, current goals, and progress updates on same.
- Participates in available and applicable educational opportunities that foster ministerial and personal spiritual growth.

**Compensation:**

- The Outreach Leader will be paid a salary that will be established based on years of experience keeping in mind the Saint Paul Area Synod guidelines published annually. The salary will be set by the members of the Church Council.
- Because this is a position in which many evening and weekend hours are expected, there will be up to two weeks of paid vacation/personal days. Any additional time off would not be compensated. Vacation time would be coordinated with the Lead Pastor.
- Reimbursement for ministry-related mileage driven shall be given based on actual miles driven and reported at the rate of \$.50/mile.
- Professional ministry expenses of \$250 will be in the budget for books, professional dues or periodicals, and the like. Qualifying expenses include those incurred in the performance of the duties of the pastoral office. They will be reimbursed after receipts have been furnished to the Church's Treasurer.