

Agape Development Job Description

Title: Adult Employment Ministry Lead
Reports to: Director of Ministry Programs
Mission To sustain programs that prepare our neighbors to be Christ-following, independent, community leaders.

Responsibilities:

Getting Ahead- 16-session curriculum that helps individuals in poverty build their resources for a more prosperous life for themselves, their families, and their communities.

- regularly recruit neighbors for one class/year
- facilitate 16 week classes
- use classes as a recruitment tool for deeper discipleship relationships
- foster discussion in class that lead to goal setting and improved lives
- lead, sustain, evaluate program

Allies- follow up program to Getting Ahead where graduates are paired with accountability partners

- recruit Getting Ahead graduates and volunteer Allies
- train Allies before program starts
- foster an environment where relationships develop organically
- facilitate discussion that creates meaningful goal setting moments on financial, emotional, and spiritual goals

Adult Job Search- our community's biggest obstacle to independence is whether or not the adult has employment

- outreach to neighbors and parents of students who need employment
- help prepare neighbors for employment, resume help, mock interviews
- hands on accountability for neighbors
 - volunteer management
 - helping with job applications
 - taking them to shopping centers and coaching them in interactions with managers
- lead, sustain, evaluate program

Responsibilities in being the director

- Preparing a complete program plan (logic model) for each department and program
- Prepare and follow a detailed ministry budget
- Conduct Program Evaluations at regular intervals
- Meeting desired outcomes as decided by Ministry Director
- Providing timely information for administrative and fundraising departments
 - This includes volunteer needs, attendance, outcomes, and qualitative reports

Requirements:

Bachelor degree

Must have valid driver's license, a vehicle, and adequate driving record.

Must have an active relationship with Jesus Christ.

Teaching experience

Experience leading large groups

Experience with job search methods

Extroverts or outreach-oriented individuals encouraged to apply

Additional Requirement:

At Agape Development, we are a neighborhood centric ministry. Everything we do is targeted to a specific zip code of 77021, and even more specific than that, we target 3 census tracts: 3134, 3135, and 3136. For strategic and spiritual reasons, we feel called to love this particular neighborhood and its neighbors. Because of this specific calling, we ask that all our full-time, direct ministry staff live in the community bounded by Scott St., OST-Griggs, MLK Blvd, and IH-610. We encourage all staff to consider living in our target area in the Old Spanish trail- South Union neighborhood on the edge of Third Ward, and all things being equal, we give preference to candidates who reside or relocate to the neighborhood. We realize this will limit our candidate pool, but we believe God will provide the right employees. We compare it to those called to be missionaries to Peru or China; they move to Peru or China for the sake of relationship, cultural understanding, and aligning our interests with our neighbors.