

RECREATION MINISTER, NICEVILLE CAMPUS

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| Position Title: | Recreation Minister, Full-Time, Exempt |
| Date: | March 2021 |
| Supervisor: | Associate Campus Pastor |
| Purpose: | To oversee the Recreation Ministry of the church. |

PRIMARY DUTIES: (LIST MAIN DUTIES OF POSITION)

1. Develop and oversee all programs and ministries of the Recreation Ministry
2. Give direction and provide leadership for the Recreation Staff.
3. Recruit, train and support volunteers for all areas of the Recreation Ministry.
4. Coordinate the maintenance of the Community Life Center with the Facilities Manager.
5. Review and renew contracts with outside groups/ministries to then be passed on to the Church administrator for final approval.
6. Maintain and grow the recreational ministry to provide new activities and opportunities and the highest level of excellence for participants.
7. Plan, submit and oversee the budget of the Recreation Ministry as well as all other financial aspects of the ministry to ensure that everything is done in accordance with the guidelines.
8. Maintain and uphold all compliance and safety regulations, training, and standards for the Recreation Ministry.
9. Any additional duties as assigned by Direct Supervisor.
10. Uphold the Staff Covenant.

SKILLS DESIRED: (LIST QUALIFICATIONS/SKILLS DESIRED TO PERFORM JOB)

1. Great Leadership and management skills
2. Willing to work evenings and Saturdays as needed.
3. Ability and willingness to speak in public
4. Passionate about working and connecting with people of all ages and backgrounds
5. Passion for using sports and recreation as a platform to invest in the lives of others
6. Establish and create ways to connect people to Christ

KEY PERFORMANCE MEASUREMENTS: (LIST IMPORTANT AREAS THAT WILL BE ASSESSED)

1. Maintain and manage Financials
2. Lead and manage all Youth and Adult Sports
3. Continually evaluate the effectiveness of all programs and classes
4. Invest in and develop the volunteers and staff of the Recreation Team.

CONTINUING EDUCATION DESIRED: (LIST EXPECTATIONS FOR CONTINUING EDUCATION)

Two units biannually in the area of recreational activity development and maintenance.