

# Board of Adult Spiritual Growth

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## Women's Ministry Leadership Development Coordinator

**Mission Statement:** The Trinity Evangelical Lutheran Church Women's Ministry, rooted in Christ, emphasizes women ministering to women, for the purpose of equipping and encouraging women so they can evangelize in their homes, in the church, in the community and around the world.

**Description:** The Women's Ministry Leadership Development Coordinator serves on the Women's Ministry team. She is responsible for coordinating Bible studies as well as identifying, developing, and training Bible Class Leaders.

### Qualifications:

- Spiritually mature, committed female member of Trinity Ev. Lutheran Church
- Consistent in walk with Christ
- Faithful, available, and teachable
- Has a shepherding heart
- Appointed by the Women's Ministry team and approved by Administrative Pastor
- Able to teach and develop others
- Experienced Bible Class leader

### Responsibilities:

1. Identify, develop, and train future Women's Ministry Bible Class Leaders.
  - a. Mentor and encourage the Bible Class Leaders.
2. Coordinate fall, spring, and summer Women's Bible class events.
  - a. Identify materials and presenters.
  - b. Communicate class information to Publicity Coordinator.
  - c. Work with Board of Adult Spiritual Growth to coordinate Bible class offerings.
3. Provide evaluation surveys for Bible classes. Discuss evaluation results with presenters and Women's Ministry team.
4. Grow as a leader through Bible study, retreats, training opportunities, and personal reading and growth opportunities.
5. Pray regularly for the women of the church and the Women's Ministry program.
6. Attend Women's Ministry team monthly meetings. Contribute to discussions and work with dedication to accomplish all team goals.
7. Perform individual tasks as assigned by the Women's Ministry team, for the furthering of team goals.

### Time Commitment:

- 8 hours per month
- 1-year commitment

**Relationships:** The Women's Ministry Leadership Development Coordinator works with the Women's Ministry team and the prospective and current Bible Class Leaders.

**Training:** The Leadership Development Coordinator will be trained by the outgoing Leadership Development Coordinator, and will continue to grow through reading relevant material, researching other congregations' Women's Ministry programs, and attending Women's Ministry retreats or conferences when available.