

**Indiana Conference of the United Methodist Church
JOB POSTING**

Title of position - Director of Leadership Development

FLSA Classification – Exempt/Salaried

ACA Classification – Regular Full-Time

Supervisor – Bishop/Executive Assistant to the Bishop

Organizational Overview:

The vision of the Indiana Conference of the United Methodist Church is to be a connection of vibrant congregations with fruitful leaders and faithful disciples transforming the world by doing no harm, doing good, and staying in love with God.

The WIG for the Indiana Conference is by 2020 “100% of our churches/pastors shall engage in life giving changes for Jesus Christ in their mission fields.”

The area of Leadership Development is a core ministry of the Indiana Conference with a vision to Discover, Develop, and Deploy fruitful leaders <passionate, influencers, who empowers others for intentional transformation>, to accomplish the mission of making disciples of Jesus Christ for the transformation of the world.

Overall purpose of position:

The Director of Leadership Development is a critical connection to ensure that both the vision and the WIG of the Indiana Conference and the ministry area of Leadership Development is realized. The Director shall be a champion for leadership development so that the Indiana Conference is effective in fulfilling the mission to make disciples of Jesus Christ for the transformation of the world. This shall include strategic planning for identification, recruitment, training, and deployment of excellent leaders in the state of Indiana; and by motivating fruitful leaders creating space for new opportunities to learn and lead.

Essential functions:

- a) Member of the Bishop’s Extended Cabinet as the primary team so that there is alignment of conference leadership around conference mission, vision, and values
- b) Member of a team of directors who have covenanted to be in spiritual relationship with one another and responsible together with the Bishop and Executive Assistant for a whole conference vision.
- c) Maintains oversight and direct management of the Leadership Development department’s strategic plan, development and implementation of initiatives;
- d) Prepares and monitored the annual department budget, along with the allocation of financial resources;
- e) Serves in collaboration with the Bishop, Executive Assistant to the Bishop, Conference Directors, Conference Superintendents, and the Board of Ordained Ministry to develop a culture of lifelong leadership fruitfulness for clergy at every stage of ministry;

- f) Partners with the Board of Laity to develop pathways for fruitfulness in non-clergy leadership with the creation of leadership recruitment and retention resources;
- g) Cultivates a culture of call, with the acknowledgment that all are called to serve, both lay and clergy, with the annual observance of Encourage the Call Sunday throughout the Indiana Conference;
- h) Oversee the annual clergy assessment tool as a means of creating a conversation of how to improve clergy fruitfulness/effectiveness in the Indiana Conference;
- i) Consistently seeks opportunities to partner with entities and institutions beyond the local church to increase knowledge, awareness, and maintain relevance regarding leadership development resources and programs

Occasional functions:

- a) Connect with non-church leaders who have knowledge of leadership development
- b) Work to secure grants that support creating and implementing systems that produce excellence in leadership development

Supervision of staff/volunteers:

- a) Associate Director of Leadership Development- Ministerial Services
- b) Administrator of Leadership Development- Ministerial Services
- c) Associate Director of Leadership Development- Emerging Leaders
- d) Associate Director of Leadership Development- Laity
- e) Director of Local Pastor Education
- f) Administrative Assistant for Local Pastor Education
- g) Others

Workplace requirements:

- a) Mobility – travel in and out of the conference as needed
- b) Build relationships by being where the people are
- c) Technology
- d) Internet enabled mobile phone
- e) Laptop computer with voice and video capabilities
- f) Administrative support for correspondence, finances, meeting set-up, information management, and supervision management

Budget Accountability:

- a) Oversee BOOM Budget and MEF funds (consistent with CFA Policy)
- b) Accountable to Conference CF&A, Extended Cabinet, and the Directors Team

Qualifications required carrying out this position: knowledge, abilities, and skill

1. A vital and growing relationship with Jesus Christ and a passion to help fulfill the church's mission to make disciples of Jesus Christ for the transformation of the world
2. B.S. or B.A.; preference given to Masters of Divinity or equivalent theological education
3. Knowledgeable and supportive of the mission and ministry of the United Methodist Church - Substantial familiarity with structure and polity of the United Methodist Church

4. Knowledge or of willingness to learn the SLI process for Spiritual Leadership Development
5. Coaching Skills, able to ask the right questions at the right time to the right people
6. Deep sensitivity and commitment to cultural intelligence (culture, race, gender, theology, etc.) will develop competency in the area of cultural and racial diversity.
7. Collaborative style of leadership – ability to work in teams and skilled in group dynamics
8. An understanding of ministry in the local congregation
9. High level of competence in “best practices” of for excellence in leadership development
10. Demonstrated ability to train transformational leaders who can train transformational leaders
11. Efficient and effective organizational skills
12. Excellent communication skills
13. Competence in computer technology and application programs (Word, PowerPoint, Excel, Database management)

Additional comments that may aid in describing the work of this position

1. Living a life of personal integrity and personal faith is expected;
2. The Director of Leadership Development must be a lifelong learner, conversant with the latest insight and trends in transformation leadership;
3. The person in this position, will, ideally be recognized as a leader in the field of leadership development or be contributing to the field as they grow in the position.

Application Materials Required

Interested applicants must complete and submit the following information to be considered:

- a. **A letter of interest which includes the following:**
 - What is it about the position of Director of Leadership Development that appeals to you the most?
 - Please share how you believe your past work experiences have prepared you for a role such as the one being offered?
 - Please share how you feel your personal values and beliefs align with those of the Indiana Conference of the United Methodist Church?
- b. **A current resume detailing qualifications**

All resumes and information should be submitted via email to human.resources@inumc.org no later than Wednesday, February 28, 2018.