

Women's Ministry Director

Glendale Seventh-day Adventist Church



The Women's Ministry Director leads a team that focuses on the specific needs and concerns of women in the church and the larger community.

Accountability

- The Women's Ministry Director serves on the **Church Board**.

Responsibilities

1. **Recruit** a team of individuals interested in addressing the spiritual, mental, physical, emotional and social needs of women.
2. **Define** the Women's Ministry **goals** and **objectives** with the team in conjunction with the vision and mission of the Church and communicate them effectively to the congregation.
3. **Manage** the Ministry's **budget** and **expenditures**.
4. **Coordinate** with the Conference Women's Ministries department and its programs.
5. **Oversee** the operation of the Ministry.
 - a. **Plan** the agenda and chair Ministry meetings.
 - b. **Develop** an **annual calendar** of Ministry activities.
 - c. **Promote** Ministry events in the Church and larger community.
 - d. **Implement** programs and activities that address women's needs and concerns.
 - e. **Evaluate** progress toward the Ministry's goals.
6. **Report** on the progress of the Ministry to the Church Board.