

Mountain Sky Conference of The United Methodist Church

Living in God's grace and abundance as we lead a re-energized peaceful and compassionate movement to claim the life-changing love of Jesus Christ for ALL people.

Job Description

Job Title: Multicultural and Advocacy Ministries Developer
Reports to: Superintendent of Congregational and Community Vitality
Department: Congregational Vitality & Community Engagement
Classification: Full-time, Exempt
Location: Denver Conference Office in Greenwood Village, Colorado
Date: June 2019

Summary/Objective

The Multicultural and Advocacy Ministries Developer works to increase the leadership capacity of racial/ethnic clergy and laity as well as racial/ethnic congregations in the Mountain Sky Conference. The Developer supports the MSC priority of being in ministry with all people and developing diverse leaders across the United Methodist connection through education, advocacy, and local engagement. The Developer resources advocacy work so that it is effective and in line with MSC values, priorities and commitments. The Developer ensures the resources and engagement opportunities developed by multicultural and advocacy teams are of high quality and meet the needs of local congregations and leaders.

Essential Duties/Responsibilities

1. Provide strategic leadership and oversight to the Community Engagement areas and teams related to multicultural and advocacy ministries.
2. Equip and accompany multicultural and non-majority culture leaders and congregations for greater participation within the Conference and communities.
3. Develop and implement ministries that assist local congregations and their leaders to engage in issues of inclusion and advocacy.
4. Engage in ministry with and work toward full inclusion of racial/ethnic individuals and groups who traditionally have been marginalized by the dominant culture in the United States and The United Methodist Church.
5. Resource advocacy teams in the development and implementation of advocacy training and engagement opportunities that support social justice, equity and fairness to all people in accordance with conference values and priorities and United Methodist Social Principles.
6. Provide consistent accompaniment with MSC multicultural and advocacy ministry teams to revitalize existing and develop new resources and educational offerings.
7. Identify additional advocacy and interpretation needs related to emerging global and national engagement.

Additional Duties/Responsibilities

1. Participate in Community Engagement and Congregational Vitality staff team meetings.
2. Maintain regular communication with the Congregational and Community Vitality staff team and the district-based Congregational Resource Ministers, regarding areas of potential and ongoing collaboration.
3. Participate in Annual Conference planning as related to Multicultural, Advocacy and Community Engagement Ministries.

Supervisory Duties

None

Job Qualifications

1. Knowledge, Skills, and Abilities:
 - a. Recognized Christian character, leadership ability, personal competence, and commitment to The United Methodist Church's ministry.
 - b. Familiarity with United Methodist beliefs, social principles, and polity.
 - c. Professionalism in diverse forms of service.
 - d. Demonstrated emotional maturity and stability.
 - e. Good verbal and written communication skills and ability to present information individually or in groups.
 - f. A continuing program of enrichment including participation in personal renewal, educational opportunities, and development of spiritual life.
 - g. Demonstrated competency in team building, networking with conference leaders and congregations, collaborating, motivating, inspiring, and problem solving skills.
 - h. Attention to detail and accuracy.
 - i. Ability to prioritize tasks and meet deadlines.
 - j. High degree of proficiency with Microsoft Office, Google products and database software.
 - k. Proven record as a relationship builder and trainer.
2. Education or Formal Training:
 - a. Bachelor's Degree.
3. Experience:
 - a. Minimum of three years of related experience in the local church, local or regional advocacy and service work, or community organizing.
 - b. Active participation in an area similar to project development, volunteer mobilization, or small group facilitation/education.
 - c. A functional understanding of local church systems.

Working Environment

General business and office environment. Occasional travel within the Conference and General Church.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

1. While performing the duties of this job, the employee is regularly required to talk or hear.
2. This is largely a sedentary role; however, some filing is required; it would require the ability to lift files, open filing cabinets and bend or stand on a stool as necessary.
3. The employee frequently is required to use hands to finger, handle or feel; and reach with hands and arms. This position requires the ability to occasionally lift office products and supplies, up to 20 pounds.
4. Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

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