

Central Women's Ministry Resident Job Description

The Austin Stone Community Church

Resident Title: Central Women's Ministry Resident

Reports to: Central Women's Ministry Director

Location: Central Women's Ministry

Employee Type: Full-Time

Classification: Shared Staff—Reliant

Residency Employment Dates: August 1, 2022 - July 31, 2024

Summary

As part of the Central Women's Ministry and the cross-departmental Women's Team, the Central Women's Ministry Resident will be responsible for performing a variety of tasks in support of the events, development of resources, and other ministry projects that make up the annual rhythms for the ministry.

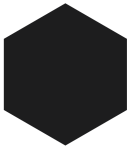
The resident will report to the Central Women's Ministry Director and will have the opportunity to participate in the ministry plans of the central department as well as serve alongside the congregational ministry directors as they both execute the central strategy and develop and deploy congregation-specific ministry plans. These include: Women's Retreat, Women's Workshop, Bible studies, leader development, training and appreciation, and event and resource development for other needs as they arise.

As an organizing strategy under the mission and vision of The Austin Stone, Women's Ministry is a collaborative effort of one church across multiple congregations to support the flourishing, discipleship, and mobilization of women. We will seek to accomplish this within the church by providing women opportunities for connection, equipping, and leadership development.

Essential Responsibilities

- Facilitate the registration process and data management for central events
- Coordinate with vendors for meals and event supplies
- Coordinate and support volunteer teams and their leaders





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- Provide necessary logistical support during events
 - Execute communication and marketing plans for events and resources
 - Other administrative and ministry tasks as assigned

Team Culture

The mission and vision of Women's Ministry at The Austin Stone is guided by the following core values:

- Theological depth and precision
- Personal engagement
- Cultivation of gifts and leadership
- Unified *and* complementarian in practice
- Functioning as one multi-congregational church

As such, our team attributes exist to help us *pursue the personal character qualities and interpersonal team dynamics necessary to support* the ministry mission and vision. We strive to live individually and collectively as sisters, advocates, cultivators, and leaders.

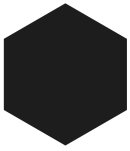
Austin Stone Culture

The current explicit values for The Austin Stone Community Church are:

- Ruled by God's Word
- Christ-Centered in Focus
- Empowered by the Holy Spirit
- Reliant on Prayer
- Committed to Covenant Community
- Gospel-Saturated in Discipleship
- Devoted to Equipping the Saints
- Relentless in Mission

As a member of our staff, the employee is expected to fully embrace these core values and seek to teach them to others as well.

Employees of The Austin Stone are expected to become partners (our term for members) of the church, fully embracing the values, mission, and purposes. Additionally, all employees of The Austin Stone are expected to understand, affirm, and adhere to our Affirmation of Faith, bylaws, culture map, and other documents defining the beliefs, culture, and mission of The Austin Stone.



Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.

Culture and Character

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Employees must also possess the character qualifications of biblical leadership in the church. At a minimum, each employee must agree and aspire to maturity in these qualifications, invite the authority of church community and leaders as a means of growth in them, and pursue them humbly and faithfully by the power of the Holy Spirit.

Please read [Attributes of Leaders as Employees at The Austin Stone](#) for a greater description of cultural, character, and other aspects of joining our team at The Austin Stone.

The Austin Stone Community Church is an Equal Opportunity Employer including Women, Minorities, Protected Veterans, and Individuals with Disabilities.