

Ministry Residency Program at Denver Seminary

INTERNSHIP OPPORTUNITY: Safe Families for Children (SFFC) Program Manager

LOCATION: Project 1.27 - www.Project127.org

SUMMARY:

PURPOSE: The Safe Families for Children Program Manager inspires, recruits and resources church communities and collaborates with ministry partners to successfully engage in SFFC in order to preserve families and protect and provide for at-risk children.

SCOPE: Strategically the Safe Families for Children Program Manager develops and supports church SFFC ministries and collaborates with ministry partners to develop strategies, relationships, practices, awareness and funds which ensure the Denver Metro SFFC program grows and operates smoothly.

TUITION CONSIDERATION: \$3,000 per Semester
10% tuition discount
Taxable Living Stipend: YES

ESTIMATED TIME COMMITMENT: 25 hours per week

QUALIFICATIONS:

- Character:
 - Is a consistent witness for Jesus Christ
 - Maintains a Christ-like attitude in dealing with people within and outside of Project 1.27
 - In full agreement with Project 1.27 mission, vision and values
 - Required to sign a statement of faith, staff covenant and staff/volunteer policy letter
 - Willing to uphold the mission, staff and stakeholders in prayer
 - Persistent in building relationships
 - Ability to successfully navigate multiple ministry, church and community relationships
- Competency:
 - Demonstrated people and relationship development skills
 - Excellent written and verbal communication skills including one-on-one, up-front training, phone and electronic communication skills
 - High-level computer skills with MS Office programs (Word, Outlook, Excel, etc)
 - Web-based applications (Google Chrome, Drive, etc.)
 - Minimum 1-year experience working with or within churches
 - Team player with the ability to anticipate needs, take initiative, set and achieve goals
 - Reliably work independently, prioritize responsibilities, and meet deadlines
 - Highly organized, with excellent attention to detail
 - Available for regular evening and weekend work, with occasional travel

RESPONSIBILITIES:

Church Engagement

- Build awareness in Denver Metro churches and networks
- Develop relationships with church staff and lay leaders
- Create and equip opportunities for churches to engage with the ministry

Church Ministry Team – Development & Support

- Recruit a Ministry Lead at each engaged church
- Relationally coach and equip Ministry Lead to oversee church-centric ministry
- Assist Ministry Lead to schedule and present information and training sessions for volunteers
- Support Ministry Lead with ongoing administrative processes and paperwork
- Strategize and assist with ongoing ministry development
- With Ministry Lead, maintain SFFC best practices and procedures within ministry

Program Administration

- Catalyze and track volunteer approval process
- Collaborate with SFFC partners, Bethany Christian Services and SFFC National
- With SFFC Colorado Director, assist in building community partner relationships
- Attend SFFC National webinars and other training
- Track and submit ongoing Colorado statistics to SFFC National
- Integrate SFFC program with other Project 1.27 programs

Awareness Building

- Develop marketing material content for churches, community partners
- Attend and present at awareness and recruiting events
- Develop content and implement email campaigns

Fundraising

- With SFFC Partners, create and implement fundraising strategies
- Facilitating opportunities for churches, businesses, individuals to raise funds
- Develop content for fundraising collateral

TO APPLY: Please send resume to:

eperry@project127.com

Need someone to start between Feb 6 and March 13!



DEFINITION OF THE MINISTRY RESIDENCY PROGRAM:

By Definition the Residency Program is an Internship and contains the following:

1. *Similar ministry training as that available in and through schooling for future clergy;*
 2. *This training is for the benefit of the trainee;*
3. *Resident is not a replacement for a regular employee, but works under close observation;*
4. *This program is considered to be of greater value to the trainee than to the employer;*
 5. *Trainees are not necessarily entitled to a job at the completion of the program;*
6. *Employer and trainee understand that trainees are not entitled to wages for the time spent in training.*