



Outreach Director for ministry to poor and homeless

Job Description: Opening for a full-time Outreach Director at First Fruit Ministries, an organization serving homeless and poor people. Now reviewing application materials for a qualified, dedicated candidate. Can you love people; teach others to love people; share the stories of how God's love changes people? This may be for you!

The Organization: First Fruit Ministries shares the unconditional love of God by feeding, sheltering, and caring for those experiencing homelessness and poverty in Southeastern North Carolina. Our commission is to host the Presence of God that He may work through us toward our donors, our clients, and our community. We believe all ministry flows from relationship. There are three pillars that help define the ministry philosophy at First Fruit: Sonship, Empowerment, and Communication.

1. The first core pillar is Sonship: our identity as sons and daughters of God as we are hidden in Christ Jesus; we are children of a loving and perfect Father who is pleased in us and wants to share more of Himself and His love with us.
2. The next pillar is Empowerment: the Holy Spirit in us, empowering us to reach our potential through the salvation of our souls, renewing our minds and hearts with healthy thinking in line with the truth of Scripture.
3. The final pillar is Communication: sharing the love of God in community by words and actions; activating the Holy Spirit in others by the working of the gifts of the Spirit in each of us.

Outreach Director:

The Outreach Director for First Fruit Ministries is the bridge between those who want to serve and be a part of the ministry and those whom the ministry serves. The position is both client-centered and donor-centered in the sense that the intersection of those two groups is where the position's responsibilities lie. The Outreach Director is responsible for all duties related to the recruitment, coordination, and cultivation of volunteers and missionaries. They are also responsible for all duties related to the production, performance, and maintenance of First Fruit's Outreach Programs: the Food Pantry, Street Outreach, Street Church, and Widow's Outreach. The Outreach Director must be a communicator, motivator, and an encourager in order to gain and retain committed volunteers who staff the Outreach programs they oversee. It is essential that this position have word processing, spreadsheet, social media, and e-mail skills before employment. A large part of the position involves sharing stories of what the Lord is doing at First Fruit Ministries with the community at large and making them feel welcome to participate.

Duties:

The duties for the Outreach Director consist of, but may not be limited to, the following:

1. Implement the ministry vision for urban missionaries, interns, civic groups, and volunteers to be fully integrated into First Fruit Ministries' programs and be fulfilled by their service in the ministry



2. Recruit and cultivate individual, corporate, church, and community organization volunteers; as well as long-term missionaries and interns
3. Prepare Ministry to receive volunteers through program design and implementation, and coordination with other program staff
4. Operate Street Outreach programs to include food service on Wednesday and Sunday nights, building trusting relationships with homeless population and liaising between volunteers and homeless friends, demonstrating how to openly share the unconditional love of God
5. Coordinate the Thursday night Street Church service, including teaching, worship service, and transportation of homeless from shelters and throughout the city to and from meeting
6. Oversee Food Pantry Manager's work operating the Food Pantry Outreach and Widow's Outreach
7. Organize logs of all volunteer hours served in all Outreach Programs, and a count of all meals served at Street Outreaches and Street Church, and of numbers served at all client special events, and report these to the Office Manager no less than monthly
8. Create resources such as slide shows, brochures, and newsletters, Press releases, video content, and post content, including real time updating of volunteer event schedules and news, across platforms such as FFM's website, local media outlets, FaceBook, and LinkedIn
9. Market to targeted community all volunteer related events and secure public speaking opportunities to share Ministry and activities to broader community
10. Use DonorPerfect to collect and manage volunteer/donor information in conjunction with CEO
11. Request prior approval from Executive Director for all program expenditures

Outreach Director Qualifications:

- Bachelor's or higher degree in Christian Missions, Communications, Marketing, a related field of study or comparable experience
- Highly computer literate and knowledgeable in word processing, spreadsheets, social media, and e-mail; knowledge of Constant Contact, MS Office Suite, DonorPerfect, Adobe Creative Suite or graphic design experience, preferred
- Talented in interpersonal communication; strong writing/public speaking skills; Additional experience in branding and multi-channel marketing preferred.
- Ability to multi-task, prioritize workloads efficiently and effectively, and work with minimal supervision
- Familiarity with the target population (general understanding of poverty issues, homelessness, substance abuse, community engagement, etc.)
- Ability to manage and direct support staff and volunteers in their activities
- Dedication to serving the Lord and a Biblical lifestyle

Reporting Relationship: Reports directly to CEO



Contact Information:

Please send your resume in Word or PDF format along with a cover letter describing your interest and qualifications. The cover letter should include a response to these two questions:

- Why do you want to be part of a Holy Spirit led ministry whose mission is focused on sharing God's unconditional love with those experiencing homelessness and poverty?
- What experience do you have cultivating large networks of people and performing multi-channel marketing?

Please note: cover letters will be judged as writing samples; no application will be considered without a cover letter. Please submit the cover letter and résumé as attachments via e-mail to:

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Lee Anna Stoker
Executive Director
lstoker@firstfruitministries.org

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