



# TEXAS BAPTISTS®

BAPTIST GENERAL CONVENTION OF TEXAS

## OPEN POSITION POSTING

**Opening Date:** 02/22/2024

**Closing Date:** Until Filled

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**Position Title:** Church Starting Strategist, Area 5

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**Department/Division:** Center for Missional Engagement

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**Job Type:** Full Time, Exempt

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**Location:** 7557 Rambler Rd., Ste 1200, Dallas, Texas 75231

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**BASIC FUNCTION:** To assist churches and associations in the establishment and development of new churches.

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**Position description/objective:** *NOTE: Some descriptions may have more specific duties and/or goals and objectives attached to this form. Such attachments normally reflect unique aspects of specific locations, shifts, departments, etc.*

- \*1. Assist churches and associations in beginning and growing new churches by:
  - a. Conducting useful feasibility studies.
  - b. Providing appropriate information of new church development process.
  - c. Providing information and effective training for sponsor church and mission church on methodology for the development of new churches.
  - d. Providing current information on availability of resources for new church development.
  - e. Providing current information on availability of resources for new church development.
  - f. Network with churches and mission pastors for better cooperation with the Center of Missional Engagement
  - g. Helping in the assessment of church planters.
  - h. Mentoring or coaching church planters.
- \*2. Assist associations in discovery of new work needs.
- \*3. Assist in training associational and church missions development program leadership.
- \*4. Accurately develop funding requests to be presented at Peer Review and the Missions Funding Council.
- \*5. Maintain updated information on the content and quality of products available from the BGCT and other sources.
- \*6. Coordinate with BGCT ministry specialists, churches, institutions, agencies and organizations when needed.

**Church Starting Strategist, Area 5**

- \*7. Report regularly and accurately on the work with assigned churches or other constituents to the Church Starting Director.
  - \*8. Monitor implementation and progress of the new church strategic plan through regular communications and Sunday visits to new churches to ensure the congregation is viable, making progress, and is obtaining the resources that are needed.
  - \*9. Share and communicate the mission, vision, values, priorities, doctrinal beliefs and positions of the BGCT with assigned constituents.
  - \*10. Support, promote, and participate in BGCT events and activities as directed.
  - \*11. Align ministry performance with the organization's mission, vision, values, priorities and strategies.
  - \*12. Participate in appropriate training and development activities individually and collectively as a member of the team to enable professional growth and development.
  - \*13. Promote positive internal relationships to facilitate improved understanding of goals and objectives, and to foster a spirit of cooperation and teamwork with other teams and units.
  - \*14. Prepare letters, memos, and other correspondence accurately and timely.
  - \*15. Answer calls/emails/texts promptly, and respond to requests for information timely.
  - \*16. Maintain compliance with The Baptist General Convention of Texas' employee policies and procedures. Maintain compliance with all state and federal laws and regulatory requirements.
  - \*17. Perform other duties as required.
- \*Task which is considered to be an essential function of the job

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**Required skills and experience:** *NOTE: These requirements represent minimum levels in order to perform the job on a satisfactory basis. Candidates must have the ability to satisfactorily perform the essential functions of the job.*

1. In-depth understanding of a comprehensive field of knowledge, generally acquired through earned bachelor's degree in a related field. Master's degree preferred. Four years of proven related experience required.
2. Active membership in a church supportive of the BGCT during employment.
3. Commitment to Christian principles and teachings both professionally and personally.
4. In-depth knowledge of Baptist congregational missions and ministry work.
5. Ability to use assessment tools to determine congregational needs and to evaluate effectiveness of resources and services.
6. Knowledge of strategic planning for congregational ministry including development of mission, vision, goals and action plans; problem-solving; resource allocation; and evaluation of programs and ministries.
7. Excellent professional mediation and conflict resolution skills.
8. Ability to relate positively, influentially, and sensitively to a broad spectrum of persons in a variety of multi-tiered relationships and settings to include but not limited to clergy, laity,

institutional staff/faculty, various Baptist organizations, churches of all sizes, cultural identities and worship styles, board and council members, Baptists of Texas and beyond.

9. Ability to relate positively and sensitively to a broad spectrum of persons from a variety of cultural backgrounds and identities and to promote a multicultural organization.
10. Commitment to providing quality internal and external “customer” service including needs assessment, meeting standards, and evaluation of satisfaction.
11. Ability to plan, administer, and report budgets proficiently.
12. Ability to provide strategic and logistical planning and facilitate meetings, conferences, workshops, and retreats as required.
13. Knowledge of and commitment to traditional Baptist distinctives.
14. Understanding of Scripture and theology and commitment to lifelong study and personal growth.
15. Proficiency in interpersonal and conversational skills for sharing the message of Jesus Christ at any time in an appropriate manner fitting of the person, situation and time.
16. Ability to speak, read, and write English.
17. Excellent, professional written and oral communication skills.
18. Ability to make effective, timely and appropriate decisions.
19. Excellent listening skills, interpersonal skills, and relationship building skills.
20. Excellent demonstrated leadership skills necessary to appropriately influence people to achieve a desired outcome.
21. Ability to travel to various geographic locations and some overnight stays.
22. Professionalism in the workplace to include professional and accurate communication with others.
23. Ability to speak clearly and make oneself understood in face-to-face interactions and to articulate with accuracy on the telephone.
24. Ability to hear and receive verbal instructions, answer phones, and proficiently communicate in situations with some background noise.
25. Ability to effectively work under pressure and remain flexible as priorities change.
26. Ability to understand and relate to specific ideas one at a time and to the concepts behind specific ideas; ability to remember verbal and written tasks/assignments from a few hours to several day periods.
27. Ability to concentrate on fine detail with some interruption; ability to focus attention on tasks for 45-60 minutes at a time on a continuous basis.
28. Ability to establish and maintain effective working relationships with staff, vendors, churches, committees, organizations, etc.
29. Excellent organizational skills; ability to multi-task.
30. Proficient working knowledge of various software to include: Microsoft Word, Excel, and PowerPoint; Google Mail and web-based resources; and Salesforce.
31. Ability to use up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently and/or 10 pounds continuously to move objects.

**CONTACT:**                   **Human Resources**  
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**Texas Baptists is an Equal Opportunity Employer.**