
ASSOCIATE DIRECTOR OF MINISTRY



The Associate Director of Ministry will create an environment of encouragement, inspiration, and belonging with all Nativity Ministries. This position will collaborate with the Director of Operations to recruit, train, care for, and lead all Nativity volunteer ministers across all ministries to include cafe, greeters, hosts, and parking.

Full Time | Weekends Required | Timonium, Maryland

Nativity Team

The Nativity Team works closely together to create a safe and irresistible environment for all those who serve with us and for all those they serve.

Must-Haves

- At least two years of volunteer experience
- Excellent interpersonal communication skills
- Willingness to learn database systems
- Eagerness to collaborate with both staff and volunteers

Nice-to-Haves

- Sales and recruiting experience
- Bachelor's Degree
- Prior experience in volunteer coordination for a nonprofit

General Responsibilities

Drive vision, mission and values of Nativity through all Nativity Ministry environments with emphasis on the relational aspect of volunteer ministry.

Collaborate with The Director of Operations regarding recruitment, retention, communication, training, events, and budget.

Ensure accessibility to every person eligible to serve in all Nativity Ministries, through annual Ministry recruiting weekends, efficient ongoing Ministry onboarding processes, and consistent Ministry Orientations and trainings.

Provide spiritual care and direction to volunteer ministers by connecting personally with individuals and teams on an ongoing basis.

Collaborate with Compliance Coordinator on onboarding process, recruitment process, and communication.

Provide direction to Nativity Ministry leaders, ensuring leader development, coaching, and evaluation.

Steward communications with Nativity ministers through consistent, relevant and clear communication.

Recruit Nativity ministers for special events, including conferences and off-campus celebrations.