



### **Assistant Director of the Center for Vitality: Trainer**

**Purpose:** Responsible for the design, coordination and presentation of training and development programs for creating vital congregations and unleashing lay leadership in the Arkansas Conference of the United Methodist Church. The Trainer will resource lay and clergy leaders to move forward in our trajectory of creating vital congregations that make disciples of Jesus Christ, who make disciples equipped to transform lives, communities and the world.

#### ***Responsibilities:***

- Conduct a training needs assessment to determine training objectives for creating vital congregations and unleashing lay leadership
- Develop and distribute resources which aid congregations to “grow by one” in professions of faith, worship attendance, small groups for discipleship, and outreach ministries in the community
- Assist with training models and curriculum to achieve objectives of the Circuit Elder Program
- Lead and present training classes
- Develop resources for online learning system
- Continually monitor different training needs and models to keep training relevant and achieve objectives

#### ***Position Requirements:***

- High degree of Emotional Intelligence
- Strong critical thinking and problem solving skills
- Demonstrated effectiveness as a teacher/trainer
- Excellent verbal and written communication skills
- Experience with various types of media
- Strong computer skills
- Strong leadership skills
- Working knowledge of online learning platforms

#### ***Minimum Education or Experience Requirements:***

- Disciple of Jesus Christ and committed to the church
- Bachelor’s degree in Education, Human Resources, Organizational Development or similar field of study
- Experience in Corporate Training role
- Must provide training portfolio on request
- Experience in developing and training in areas of leadership and/or leading corporate change
- Working knowledge of United Methodist polity preferred

#### ***Compensation:***

Salary commensurate with experience: \$30,000-45,000

Benefit package of up to \$12,000 for insurance and pension

The trainer will report to the Director of the Center for Vitality. Submit resumes to the Rev. Dede Roberts, droberts@arumc.org.