



We are Hiring!

Charis Methodist Church is looking for a **Lay Ministry Staff for Mandarin Worship (MW) Service.**

Job Description:

To work under the supervision and direction of the Pastor-in-charge, any assigned ordained pastor and together with the MW Working Committee and Church Manager.

To carry out the following responsibilities in consultation with the pastors:

Pastoral Duties

1. Preach and lead in service pastoral prayer.
2. Provide pastoral care to congregational members such as visitation, prayer, counselling
3. Pay particular attention and reach out to newcomers and those who have not been regular in church.
4. Lead corporate prayer meetings and devotions in various fellowship meetings
5. Plan and conduct baptism classes and wake services
6. Provide leadership in Evangelism and Community Outreach
 - a. Plan and organise evangelistic and outreach programmes or events (such as Chinese Alpha, Charis Ace, etc) together with members of MWS Core committee.
7. Provide leadership in Discipleship and Nurture
 - a. Lead Bible Studies or discipleship class for new believers
 - b. Recommend materials for various study groups
 - c. Mentor bible study leaders
8. Provide spiritual leadership and guidance to potential leaders

Administration Duties

1. Co-ordinate with assigned preachers and worship team on organisation of weekly worship service.
2. Produce collaterals such as weekly MW church bulletin, Worship powerpoint slides, video clips and others as necessary and publish them on church website or other form of social media.
3. Broadcast MW information over Whatsapp or other forms of social media.
4. Language translation

Other duties

1. Any other work as assigned by PIC, MW pastor, MW Working Committee and Church Manager.

**Requirement**

1. Alignment with the doctrinal articles of religion and the General Rules of the Methodist Church (as contained in the Book of Discipline of The Methodist Church in Singapore) and its Social Principles.
2. A graduate of any established bible colleges in Singapore, e.g. Trinity Theological College, Singapore Bible College.
3. 3 or more years of prior experience in ministry work whether full time or as a lay and preferably in a Methodist Church setting
4. Love for God, His church and the lost
5. FAITH - faithful, Available, Initiative, Teachable and Humble
6. Team player

Please send your detailed resume to Church Manager at office@charismc.org.sg.