

United Church of Christ Fort Lauderdale
Ruth Ministry Director

The Mission Statement for Ruth Ministry a part of United
Church of Christ Fort Lauderdale

Ruth Ministry exists to nourish the body and the spirit by serving meals, offering clothing and essential personal items, and creating a place of welcome for our neighbors in need.

Overview

This role exists to strengthen and expand the mission of Ruth Ministry through compassionate service, operational excellence, community partnership and sustainable growth while reflecting the values and mission of the United Church of Christ Fort Lauderdale.

Position Summary

This is a part time position that reports directly to the Senior Pastor. Responsibilities include leadership, oversight, and strategic development for Ruth Ministry. Duties involve managing daily ministry operations, supervising volunteers, developing and coordinating outreach events, strengthening community partnerships, and expanding funding opportunities to support the ministry's continued growth and impact

Primary Responsibilities

1. Ministry Operations

Oversee Ruth Ministry operations which includes the provision of food, clothing, hygiene items and related essential services to more than 175 of those experiencing homelessness and need in our community each week.

Oversee and cooperate with the outside agencies which enhance these services.

Recruit, train, supervise, and recognize volunteers.

Ensure operations are safe, respectful, organized and efficient.

Develop systems and procedures to improve Ruth Ministry.

2. Budget and Resource Management

Manage/direct the Ruth Ministry budget.

Manage the purchase and inventory of operational resources.

Foster a respectful environment among our 40+ weekly volunteers.

Monitor expenses and maintain responsible stewardship of assets.

Work collaboratively with church leadership regarding financial planning and reporting.

3. Grants and Funding Development

Research and pursue grant opportunities that support ministry growth and sustainability.

Work alongside contracted grant writers when necessary.

Assist in developing funding proposals and ministry impact materials.

Develop and coordinate fundraising events.

Identify new funding and partnership opportunities.

Cultivate relationships with donors, businesses and community supporters.

4. Community Engagement and Partnerships

Represent, build, and strengthen Ruth Ministry at various networking opportunities throughout the community.

5. Church Connection

Collaborate with church staff and leadership to align Ruth Ministry efforts with the United Church of Christ's mission and outreach goals.

Attendance and participation in monthly Leadership Team meetings.

Work with Ruth Ministry Team leader to create monthly and annual reports.

Strengthen and maintain the relationship between United Church of Christ and Ruth Ministry.

Qualifications

Strong leadership, organizational skills and sound judgment

Experience in nonprofit, ministry, outreach or community engagement

Ability to manage budget, supplies and donations

Ability to recruit and supervise staff and volunteers effectively

Excellent communication and relationship building skills

Willingness to develop and maintain fundraising efforts, event coordination and community partnerships

Compassion and respect for people experiencing homelessness and similar circumstances

Ability to work collaboratively with church leadership, volunteers, donors, community organizations and guests.

Proficient in basic computer operations

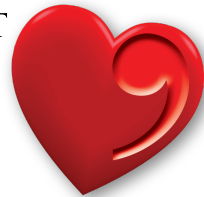
Hours: 20 per week

Salary: \$30,000-\$35,000 depending upon experience

To apply, please send your resume to carol@uccftl.org

UNITED CHURCH
OF CHRIST
FORT LAUDERDALE

...where God is still speaking,



www.uccftl.org/ruthministry