

DIRECTOR OF THE CHICAGO COURSE ON PREACHING AND LEAD INSTRUCTOR

Job Description

I. Title: Director of the Chicago Course on Preaching and Lead Instructor

II. Vision: The Charles Simeon Trust has this aim: to promote the growth of the gospel of Jesus Christ throughout the world by training an emerging generation of Biblical expositors.

III. Purpose: The Director of the Chicago Course on Preaching (CCP) will carry out the initiatives and vision of the Charles Simeon Trust (CST), specifically concerning the (presently unnamed) Residential Training Course in Chicago, Illinois.

IV. Definition: He shall report to the Director of Ministries. He also shall be an active member of the team and be responsible to the Board of Directors.

V. Principal Responsibilities:

A. Chicago Course on Preaching

- work with the Director of Ministries to plan, launch, and oversee the execution of a residential training course in Chicago, Illinois
- serve as the primary instructor for the course
- with the Director of Ministries:
 - develop the curriculum
 - recruit and coordinate and a team of instructors to contribute periodically to the curriculum
 - design and execute marketing/recruitment strategies for new students
 - implement an application process to choose new students
 - recruit and coordinate partner churches to serve as placements for students
 - oversee student lab groups and coordinate lab mentors
 - design and execute assessment procedures
 - explore accreditation options and seminary partnerships
- serve as primary pastoral mentor to the students
- coordinate housing, visas, and other considerations for special-case and international students as necessary
- collect and organize material resources (e.g., library) for student use
- document procedures and curriculum for future use and expansion
- design and implement quality control metrics

B. Workshops on Biblical Exposition

- instruct at Workshops as invited during non-term time



C. Online Courses

- strategically contribute material to the online platform as requested

VI. Other Responsibilities

- as assigned by Executive Director, the Director of Ministries, and the Board of Directors

VII. General Responsibilities

- shall dedicate himself to prayer and study of the Word
- shall attend with regularity and maintain active membership in a local gospel-preaching church

VIII. Qualifications:

- agreement with the Corporation's doctrinal statement (see Article III of Bylaws)
- master's degree or equivalent experience in relevant field
- mastery of essential disciplines for pastoring (exegesis, languages, history, theology, etc.)
- ten years of relevant ministry experience
- proficiency in office software (productivity software, email, etc.)
- proficiency in web/print design and implementation
- strong organizational and management skills
- strong oral and written communication skills
- ability to work with others or independently
- ability to follow through on tasks
- demonstrated character as outlined in 1 Timothy 3 and Titus 1
- demonstrated commitment to the vision of the CST