

DIRECTOR OF GRAND OAK MISSION CENTER

I. Responsibilities:

1. Organize, develop and direct the program and ministry of Grand Oak Mission Center.
2. Hire, enlist, coordinate and supervise paid staff and volunteers.
3. Maintain and build strong relationships with the churches of the Association. Seek ways to involve churches in the mission and ministry of Grand Oak.
4. Seek ways to educate the churches regarding the mission and ministry of Grand Oak.
5. Supervise the usage of the Grand Oak Mission Center building and property.
6. Oversee the use of the budget and funds that are assigned to Grand Oak.
7. Represent the Association and Grand Oak at churches, mission conferences and other opportunities.
8. Coordinate and supervise mission groups that visit and/or work at Grand Oak.
9. Fulfill other duties as assigned.

II. Relationships:

1. Employed by the Greene County Baptist Association.
2. Supervised by the Director.
3. Report through the Director to the appropriate committees, teams and entities.
4. Work with the Grand Oak Advocacy group to enhance and promote the ministry of Grand Oak.