



**Job Description: Area Director  
(Raleigh, NC)**

**FOCUS**, the Fellowship of Christians in Universities and Schools, is an interdenominational youth ministry working in 9 areas from Boston to Raleigh, NC. The purpose of FOCUS is to give independent school students in grades 6-12 the opportunity to explore the relevancy of the Christian faith and respond to the “big questions” of life in a forum that is fun, relevant, intellectually stimulating and non-coercive. FOCUS pursues this goal through area-based activities and national programs.

**Purpose:** Members of the FOCUS staff have been given the task of presenting Jesus Christ, Lord and Savior, to students attending independent school to the end that they may come to know Him and glorify God through Christian witness and through lives of Christian service in the Church and the world.

The **Raleigh Area Sponsoring Committee** seeks an individual for the position of **Area Director**. The ideal candidate will have a passion for the Gospel, previous youth ministry experience, and familiarity with independent schools. Position to begin winter/spring 2012.

**Areas of Competency and Responsibility:**

1. Personal Development:

- To be a committed follower and a maturing disciple of the Lord Jesus Christ.
- To be a faithful participant in the local church with a commitment to ongoing personal spiritual development.
- To be a good steward of one’s body, time, and emotional health.

2. Vision and Leadership:

- To annually develop and implement a vision for the area in order to reach independent school students for Christ.
- To develop short and long term goals for area with assistance from the Area Sponsoring Committee.
- To train, equip, oversee, and encourage area staff and volunteers.

2. Teaching and Bible Study:

- To be a competent handler of the Bible and an able teacher/speaker.
- To have experience in preparing and leading Bible studies for middle school and high school students.
- To model and encourage evangelism in the independent schools through teaching and personal contact.

3. Relational Work:

- To have a desire and ability to develop relationships with middle and high school students.
- To be able to develop relationships with parents, donors, faculty, school administration, and volunteers.

4. Programs:

- To organize, lead, and support area programs, including weekly school meetings and area-wide special events.
- To serve on the leadership team for National Programs 5 weeks per year (generally 1 winter, 4 summer, 1 fall weekend).
- To attend National staff meetings 2-3 times a year.

5. Management and Fundraising:

- To implement an annual budget, with the help of the ASC, and manage the area’s expenses.
- To develop and maintain relationships with donors.
- To plan and coordinate fundraising events with the help of the ASC.
- To assume responsibility/oversight for the ongoing administrative responsibilities of the area.

**Expectations:**

- Glorify Christ by helping FOCUS fulfill its *mission* in accordance with its *statement of faith* (attached).
- Due to the relational nature of ministry, the Area Director is expected to commit to FOCUS for a minimum of 3 years, or until a clear call from God determines other plans.
- Description of Area: currently serve 100+ students in 2 independent schools in Raleigh area; poised for growth. We are looking for a leader who can help Raleigh FOCUS expand its local ministry to reach more students.

**Qualifications:** Undergraduate degree. Graduate degree or previous employment/volunteering with a Church or ministry (preferably FOCUS) is required. Strong relational attitude and communication skills are essential.

**Salary/Benefits:** Salary is based on experience and includes complete health benefits, 403(b) retirement plan after 1 calendar year, 4 weeks paid vacation per year, 10 personal/sick days per year.

Resumes may be sent to Amy Moreau at [amoreau@infocus.org](mailto:amoreau@infocus.org)