



Objective:

The Community Center Director will lead the strategic development, daily operations, and community engagement initiatives of our newly established NorthPoint Community Center. This role requires a visionary leader who can bridge faith and community engagement while building meaningful partnerships with local organizations and community members. The Director will work closely with church leadership to ensure the center reflects NorthPoint's mission of cultivating communities of grace and truth while also serving the diverse needs of local communities in the Des Moines metro.

Compensation/Status: Full-time, annual salary (commensurate with experience), exempt status. Benefits include group health insurance, paid vacations, retirement plan with employer match, etc. Refer to the NorthPoint Employee Handbook for details.

Key Responsibilities: The Community Center Director is charged with:

Strategic Leadership and Vision

- Develop and implement a comprehensive vision and strategic plan for the community center, aligning with NorthPoint Church's mission and the goals of the Cultivate Initiative.
- Ensure that all activities and programs within the center reflect NorthPoint's values and commitment to creating space for everyone to experience the grace and truth of Jesus.
- Identify and foster partnerships with community organizations, schools, and other relevant groups to maximize the center's impact.
- Develop, implement, and evaluate a diverse range of programs and activities that cater to the needs and interests of various segments of the community.

Operational Management

- Oversee the day-to-day operations of the community center, ensuring a safe, welcoming, and well-maintained environment.

- Develop and manage the center's budget, including revenue-generation strategies and expense control.
- Establish and implement policies and procedures for the effective and efficient operation of the center.
- Coordinate the scheduling and utilization of various spaces within the center, including the café, indoor play space, meeting rooms, and activity areas.

Staff and Volunteer Management

- Recruit, train, supervise, and mentor community center staff.
- Develop and manage a volunteer program to support the center's operations and programs.
- Foster a positive and collaborative work environment for staff and volunteers.

Community Center Director is NOT:

- Hands-on social worker to individuals in our community.
- Program facilitator actively running daily programs.
- Operations guru focused primarily on facilities.

Qualifications:

- A strong personal faith in Jesus Christ and a commitment to the mission and values of NorthPoint Church.
- Demonstrated leadership experience in a community center, non-profit organization, church, or similar setting.
- Experience in program development, implementation, and evaluation.
- Strong operational management and budgeting skills.
- Excellent communication, interpersonal, and public relations skills.
- Ability to build and maintain effective relationships with diverse groups of people.
- Experience in staff and volunteer management.
- A bachelor's degree in a relevant field (e.g., non-profit management, community development, social work, education) is preferred, or equivalent experience.
- Passion for serving the community and creating welcoming and impactful spaces.
- Self-starter and creative, with the ability to partner with others.
- Understanding of the goals and objectives of the Cultivate Initiative.

Relationships of the Community Center Director included:

Reports to	Executive Pastor
Works closely with	All Ministry leads
Leads	Women’s Ministry Lead, Hospitality Team
Supports	Other ministry leads and church leadership

Success of the Community Center Director is defined by:

- NorthPoint builds and maintains strategic partnerships with local organizations striving to meet community needs in the greater Des Moines Metro.
- Excitement and intentionality align with NorthPoint’s mission, values, strategy, and impact of our church.
- NorthPoint community members, as well as the surrounding community, are being connected to the Body of Christ.
- Volunteers are consistently recruited and adequately equipped to serve.
- Leaders are being developed to expand ministry and outreach efforts.
- NorthPoint facility is being used creatively and meeting the needs of local communities.
- NorthPoint staff and leaders are supported and encouraged.

To apply, please send your resume and cover letter to Tonya Amos - Tonya.amos@northpointdsm.com