

**Designated Term Ministry Coordinator**  
**Plymouth Congregational United Church of Christ**  
**Fort Collins, CO**  
[Plymouthucc.org](http://Plymouthucc.org)

**Approximately October 15 -January 15 [3 month]**  
**Renewable month-to-month as needed**  
**Status: Half-time [20 hours per week, Sunday + Tuesday-Thursday]**  
**FLSA: Salary dependent upon experience**

**Job Summary**

The Designated Term Ministry Coordinator is responsible for adult education and coordination with outreach and mission teams. At Plymouth, this includes collaborating with the staff team and appropriate boards.

**Essential Functions**

- Preach and lead worship approximately once per month.
- Develops and works with the Christian Formation Board and Adult Formation Team in creating robust programming for adults.
- Oversee the development and continuation of programs for Mission and Outreach, including ministry teams.

**Other responsibilities**

- Participate as a regular part of the church staff, including staff meetings, retreats, etc.
- Maintain strong, open communication with staff, volunteers, committee members, and the Church.
- Be a supportive presence among the congregation on all Sundays and during special/holiday worship services year-round.
- Other duties as assigned by the Ministerial team (pastoral visitation).

**Job requirements**

- College degree
- General office and administrative skills
- Ability to collaborate using Google, email, and zoom
- Experience in creating adult education programs preferred
- Advanced theological training preferred
- Congregational ministry experience preferred

**Application Process**

Please send a cover letter and resume or Ministerial Profile to [jobs@plymouthucc.org](mailto:jobs@plymouthucc.org) with **Designated Term Ministry Coordinator** in the **subject line**.

Position open until filled.