

The Gate of Lenoir County Executive Director Job Description

Mission of The Gate

Many youth in Kinston-Lenoir County are stuck in a cycle of hopelessness, defeat, and poverty. The Gate exists to help these youth learn to take ownership of their actions, prioritize their education, take pride in their work, and serve others with joy by relying on Christ to transform their hearts and their lives.

The Gate of Lenoir County was established in 2007 as a faith-based community center. By modeling the attitude and actions of Christ, through tutoring, mentoring, and training, The Gate provides a safe haven of love, belonging, and accountability so youth can escape the pull of the street.

Mission of the Executive Director

The Gate's Executive Director will serve as the primary visionary, shepherd, decision-maker, program developer, and capacity builder. The ED will serve as the face of the organization, coordinate current operations, manage volunteers, build awareness, cultivate strategic partnerships, fundraise, maintain the theological vision and oversee the continued growth of The Gate in general. The ED will report to The Gate's Board of Directors.

Responsibilities of Director

- Provide spiritual leadership to The Gate
- Supervise volunteers and all other staff
- Recruit and equip volunteers and participants
- Build partnerships and community awareness
- Create new programs/initiatives
- Lead planning of all events and activities
- Maintain healthy structure and implement efficient systems
- Fundraising - with the support of the board.
- Foster effective financial planning and management
- Serve as liaison between Board of Directors and The Gate staff and volunteers

Qualifications

- Heartily affirm and hold to The Gate's Statement of Faith
- Ability to relate well and connect easily to people of all ages
- Ability to relate spiritually to people from various walks of life and in various levels of maturity in order to help them grow in Christ
- Committed to a local church and actively seeking the Lord personally and corporately
- Very self-motivated; can work independently

- Self-starter with an ownership mentality and a strong sense of drive and urgency to meet goals
- Live in Lenoir County
- Strong evidence of organizational abilities
- Ability to work under pressure and meet deadlines
- Strong written and oral communication skills
- Available for day, evening, and weekend hours required for Gate activities, ministry opportunities and other special events

Compensation

The Executive Director role is a full-time paid position. Pay is competitive and on a salary basis with customizable options regarding benefits.

*all items are at the discretion of the board