



P.O. Box 2116
Bowie, MD 20718
1-800-ANGEL-OK
gabrielnetwork.org

Position Description

Position Title	Lead Trainer
Employment Status	Part-time
Hours	Variable. Must be available to conduct up to five 3-hour trainings/month, with additional time for developing specific training modules possible.
Department	Programming, Church Ministry Team
Reports to	Executive Director
Compensation	\$13-\$20/hour
Location	Main office in Crofton, Maryland with travel for trainings at churches across Maryland and DC. Must be comfortable with regular travel across the area for trainings.

Organization Summary

Gabriel Network is a pro-life Christian ministry whose mission is to embrace every vulnerable mother and child in Christ's love and the care of His people. Gabriel Network empowers a committed network of Christian churches to "adopt" pregnant mothers and families in need by providing support through pregnancy and beyond. It realizes this mission through three programs: a help line, church-based ministry, and housing ministry. Gabriel Network's Angel Friend Ministry matches mothers in need with volunteer groups at local churches who provide them with practical, emotional, and spiritual assistance.

Position Summary

Gabriel Network is seeking an excellent candidate to teach our volunteers how to be Angel Friends, our direct-service volunteers supporting pregnant mothers. Trainings are 2-3 hours and are conducted at the volunteers' church, the Crofton office, or an appropriate alternative location as needed. Trainings may be held during the day or the evening, and both weekdays or weekends. Trainings are conducted both as-needed for new Angel Friend Teams and periodically for current or new volunteers. An ideal

candidate would both conduct excellent, enjoyable trainings and regularly develop improved instruction materials. New training modules or materials will be developed on a project basis, with agreed-upon goals and hourly expectations.

Primary Responsibilities

1. Maintain an active prayer life to support this ministry.
2. Conduct excellent, fun, and impactful trainings for volunteers to serve as Coordinators, Angel Friends, and mentors.
3. Manage all necessary tasks for the trainings, including scheduling, location selection, communication with trainees, preparing materials, presenting the training to the volunteers, and other tasks.
4. Train volunteer trainers to grow GN's capacity to train additional teams.
5. Must be flexible to schedule new and periodic trainings with reasonable notice.
6. Actively develop fruitful improvements to training methods and materials.
7. Grow the trust, fruitful conflict, commitment, accountability, and mission focus of the Church Ministry Team and Gabriel Network.
8. Accomplish tasks on time and within applicable budgets.
9. Entrepreneurial attitude, self-starter, ready to learn by iterating through failures quickly in order to find what works.
10. Self-motivated, good sense of humor, and able to accept constructive criticism.
11. Report regularly to the Executive Director, with other duties as assigned.
12. Carry these duties in a manner that exemplifies Gabriel Network's Statement of Principles and reflects positively on Gabriel Network.

Preferred Qualifications:

1. Multiple years of teaching or group instruction experience, preferably in a ministry.
2. Experience in a social service or direct ministry position, such as a social worker, pastoral counselor, or similar is preferred.
3. Strong communication skills across various media and in person, across age ranges, and across Christian denominations.
4. Fluent in English and Spanish preferred.
5. Has a car and a clean driving record.
6. Proficient in Microsoft PowerPoint or similar presentation software.

How to Apply

Interested applicants should submit the following materials to office@gabrielnetwork.org or may call 800-264-3565 x.301 for more information:

1. Cover letter explaining the applicant's commitment to Gabriel Network's mission and teaching experience.

2. Resume highlighting similar teaching experience.
3. Optional. It is preferred that candidates submit an example of training materials that they personally created. 5 pages or less.

Applicants who are selected for an interview should be prepared to demonstrate their knowledge and ability during the course of the interview process, which will include both traditional interview discussion and practical skills demonstrations. During the **interview the applicant will give a 10-minute training to a small group of 2-5 people on a subject of the applicant's choosing.** The applicant should come prepared to conduct the training with any required materials. A projector and whiteboard are available for candidate's use if desired.