

# Edward M. Lutz, Jr.

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**Objective** To serve God as a Pastor in a church that is committed to the Gospel of Jesus Christ, to teach them the true Word of God as it is presented in the inerrant Scriptures and to disciple them to a deeper, more authentic, relationship with the Living God.

## Education

1998-pres. Trinity Evangelical Divinity School, Cincinnati Extension, Mason, OH  
• Master of Arts in Religion (Current GPA: 3.78)  
• Anticipated Graduation: August 2003

1979–1983 University of Cincinnati, Cincinnati, OH  
• Bachelor of Business Administration, Marketing

## Ministry Experience

### *Shepherding*

2001-pres. **Ruling Elder, Evangelical Community Church (ECC), Chairman**  
• Currently serve as a ruling Elder of Evangelical Community Church in Cincinnati, Ohio. Serve as the liaison to Adult, Young Adult, and Youth ministries. Chairman of Session (2003), Vice-Chairman of Session (2002).

### *Administration*

2001 **Member, ECC Administrative Committee**  
• Served on ECC Administrative Committee which oversees the personnel of the church. Helped create the future staffing plan of the church, which included affirming a new lead Pastor and creating job descriptions for future program staff. Actively participated in all staff performance reviews.

### *Christian Education*

Fall 2000-2002. **Adult Education Coordinator**  
• Coordinated all Adult Education for ECC which included selecting/developing curriculum, and selecting/developing teachers.  
• Teach God's Word on a regular basis. Occasional preaching.  
• Planned and facilitated ECC's first teaching/preaching weekend (2001)

1997-pres. **Junior High Staff - ECC**  
• Currently serve on the Junior High Staff at ECC. Occasional teaching.

- Summer 2002     **Director of Vacation Bible School - ECC**
- Recruited, trained, and directed a staff of 50+ volunteers between the ages of 12-82 to lead a group of 51 children from ECC and the surrounding community.
  - Currently planning the Summer 2003 Vacation Bible School
- 1999-2000     **Children's Sunday School Teacher**
- Taught 2nd and 3rd grade girls Sunday School class
- Discipleship*
- Present     **Mentoring**
- Currently meet on a regular basis with a number of young men to mentor them in their ministry and/or to hold them accountable to growth in their personal lives.
- 1987-2001     **FATHERS Ministry Leadership Team - CHPC ('87-'97), ECC ('97-'01.)**
- Served on the leadership team of the FATHERS Ministry. Ministry included helping to cast the vision for FATHERS, curriculum planning, scheduling speakers, teaching, small group leadership, ministry evaluation.
- early 90's     **Ceiling 70, various board positions - College Hill Presbyterian Church**
- Served various board positions in Ceiling 70, a ministry to young married couples, including: President, Treasurer, Membership, and Ways & Means.
  - Accomplishments as president included the formation of three Bible study groups.
- Service*
- 1996-1997     **Deacon Moderator - ECC**
- Served as the first moderator of the ECC Deacon Board. Set up the initial structure of the board. Created many of the procedures and policies in place for Sunday morning worship. Helped set up the various ministries of the Deacon board including Emergency Needs, Urgent Needs, Diaspora Communion, etc.
- 1996     **Moderator, Temporary Deacon Board - ECC**
- Recruited volunteers to serve as a temporary Deacon board during the formation of the church. Implemented procedures for Sunday morning worship. Oversaw the ministry of the board.
- 1994-1995     **Assistant Moderator, Deacon Board - College Hill Presbyterian Church**
- Served as the Assistant Moderator of the Deacon board and as the liaison to Christ Community in College Hill
- Missions*
- April 2000     **Short Term Mission Trip - Mexico**
- One week short term mission trip. Helped lead a Pastor's retreat in Aguas Calientes and a Christian Businessmen's conference in San Luis Potisi. Taught several sessions through a translator.

## Work Experience

- 1987–pres. Exodus Online Services Cincinnati, OH  
**Director of Sales & Marketing/Treasurer/Owner**
- Coordinate all marketing and sales efforts for a family-owned, Cincinnati based local Internet Service Provider.
  - Responsibilities include placement/design of all advertising and collateral promotion, teaching sales oriented informational seminars on the Internet and Web Marketing, direct sales calls to key accounts for connectivity and web/software development, project management of all WWW development.
- 1984–1987 The Hoover Company Dayton, OH  
**Sales Representative**
- Responsibilities included: direct sales to dealers in an eight county area, setup and follow through of long range advertising programs, in-store merchandising, and training personnel on product and sales techniques.
- 1983–1984 Elder Beerman, Northwest Dayton, OH  
**Group Manager**
- Supervisor over all hard line areas, including Lawn & Garden, Cameras & Luggage, Wine & Gourmet, Housewares, Small Appliances, and Hardware (Feb. 1984 to May 1984)

**References** Furnished upon request