

CHANGE

JOB DESCRIPTION

Employee:

Job Title: Connections Director

Status: Full-time

Department: Ministries

Reports To: Ministries Pastor

Purpose of the Job:

The Connections Director will provide leadership to the Change Track and Small Groups Coordinator. They will also lead the assimilation process of new members and visitors of Change Church to develop a strategy to increase ministry recruiting, ministry retention and ministry replication. This position will also collaborate with the Ministries Pastor to develop a leadership pipeline for Change Church.

General Duties

- Commit to pray for the first family, leadership and membership of Change Church.
- Lead in generosity to the church through consistent giving of tithe and offerings.
- Establish and foster an exemplary relationship with staff/non-staff workers, church membership, and the community at large.
- Champion, support, and advocate for the vision of the church.
- Demonstrate a servant's heart by having a willingness to perform other duties as needs may arise.

Character Traits:

- Demonstrate the requirements for church leadership as described in 1 Timothy 3:1-7.
- Must believe in and embody the H7 Core Values of Change Church.

Experience and Knowledge Required:

- Ability to communicate effectively in large and small settings
- Experience in problem solving
- Ability to handle multiple projects effectively
- Can effectively build and maintain healthy teams
- Experience in leading teams, services, as well as people
- Organized, strategic thinker, and problem solver.
- Can work independently without constant supervision.
- Strong written / oral communication and interpersonal skills.
- Ability to connect new members to the vision of Change Church.
- Ability to learn and use various church software and technologies.

Essential Functions and Responsibilities:

- Manage new member assimilation process
- Develop strategy for ministry recruiting, ministry retention and ministry replication
- Creating strategy to engage and connect members to Change Church
- Oversee the Change Track and Small Groups cycle calendar
- Communicate the vision of the Lead Pastor to new members
- Coordinate with the Ministries Pastor to create a calendar for New Member Meet and Greet events

Supervisor Responsibilities:

- Provide leadership to Change Track and Small Groups Coordinator

Attributes:

- Possess Chris-like, servant attitude
- Devoted to the call of God and the vision of Change Church
- Loyal
- Has a passion for the Lord and people
- Self-motivated, leader, & team builder
- Possess excellent communication and writing skills
- Willing to learn new programs as needed.

Extent of Public Contact:

- Daily contact with leaders
- Change Pastors and staff members

Employee's Signature: _____ Date: _____

Direct Report's Signature: _____ Date: _____