

CHRIST COMMUNITY CHURCH**Job Description****Connect Ministries Director**

**Position Category:
Type:****Position Length:****Position**☐ Senior Leadership
Time☒ Open-Ended☒ Full-☒ Pastor/Ministry Director
Time☐ Term Length: _____☐ Part-☐ Administrator/Ministry Coach☐ Intern☐ Skilled Contractor☐ ContractPay Method:
Week: __40_____

Pay Rate:

Working Hours per

☒ Annual Salary

\$____TBD_____/year

Supervised by: __Executive Pastor

PRIMARY RESPONSIBILITIES**1. Supervise all Church-wide Connect Ministries:**

- Recruit, build, train, support, and champion a robust team of small group leaders for Community Groups, Study Groups, and Fellowship Groups at CCC.
- Build a Connect Ministries Leadership Team to help shepherd and support all these small group leaders.
- Create and maintain the annual calendar and strategic plan for Connect Ministries.

- Create and manage the annual budget for Connect Ministries.
- Promote the vision for Christ-centered community in our congregation.
- Provide education and training on Christ-centered community for our congregation.
- Administer our connection system that helps the congregation plug into small group opportunities.
- Work with the Communications Director in developing effective promotion and registration materials for Connect Ministries.
- Ensure the Connect booth is staffed on Sunday mornings, before and after services, to answer questions and help guide people into Christ-centered community.
- Follow-up with people indicating a desire to connect in small groups at CCC, and facilitate those connections.
- Provide supervision and oversight for the volunteer leaders of CCC's Fellowship Groups, when active:
 - * Men's, Women's, Singles, Seniors, and Sports Ministries.
- Provide consultation, coaching, and development for all other Connect activities at CCC (Children's, Youth, College, Young Adults, Celebrate Recovery, Ministry Groups, et al.).

2. Serve on the River Ministries Equipping Team:

- Meet periodically with the River & Family Equipping Teams to facilitate strategic planning, ministry collaboration, mutual encouragement, and prayer.
- Consult regularly with the Pastor of Leadership Development to receive coaching on the CCC Leadership Path, "Team Pictures," and recruiting, training, and equipping of volunteer teams.
- Participate in CCC's ministerial development programs. At times, this could involve providing mentoring or supervision for one or more ministerial candidates/interns/residents.
- Plan, lead, and facilitate the Going Deeper class with the River Team.

3. Serve on the Pastoral Care Team:

- Help coordinate PCT follow-up to individuals involved in small groups at CCC.
- Follow-up with assigned pastoral connections within 48 hours.
- Serve as pastor-on-call one day per week, and after-hours pastor-on-call periodically, to do hospital visits and respond to pastoral care emergencies on that day.
- Provide pastoral counseling to individuals, couples, and small groups on an as-needed basis.
- Participate in the local, regional, and national gatherings of the Free Methodist denomination.

4. Other duties as required or assigned.

REQUIRED QUALIFICATIONS:

- Education: Bachelor's degree (or some approved equivalent).
 - Experience: Served in a similar role at a church of 500+ for 2+ years, or equivalent experience in a para-church, missions, or non-profit organization of similar size.
 - Trained and experienced in strategic, team-based leadership and collaboration.
 - Trained and experienced in coordinating and providing pastoral care and pastoral counseling.
 - Willing and able to uphold and foster CCC's Mission, Core Values, and Operational Values as described in the CCC Employee Handbook.
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PREFERRED CHARACTERISTICS & SKILLS:

- Ordained Elder in the Free Methodist Church (or in process).
- Experience working in organizational management, project management, volunteer management, and volunteer leadership development.
- Prior training in child safety, first aid, and crowd management.

- Competent working knowledge of Apple OS, Windows, and ProPresenter software.
- Has a working knowledge of Planning Center Online or similar church database management software.