



# NORTHWOOD CHRISTIAN CHURCH

**Job Title:** Connections Ministry Leader

**Reports To:** Associate Pastor

**Position Status:** Full-Time, Hourly

## **Position Overview:**

The Connections Ministry Leader will help guide all adults who attend Northwood to take the next step in their spiritual growth so Christian faith is nurtured, Christian community is built, and people of all ages are equipped for ministry as Christian disciples in daily life. The Connections Ministry Leader will promote an environment that is welcoming, offers opportunities to connect with others and helps individuals realize spiritual growth. The Connections Ministry Leader will encourage attenders of Northwood Christian Church to become connected and engaged members by enlightening them to available opportunities and will collaborate with the Associate Pastor to facilitate small group and adult education programs. This position will be responsible for creating small groups from our onboarding spiritual pathway classes in addition to fulfilling other small group needs of the church body.

## **Basic Qualifications & Expectations:**

- Exhibit genuine faith and an active relationship with Jesus Christ.
- Demonstrate spiritual sensitivity, humility, graciousness and flexibility.
- Flexibility to adjust their schedule to suit the needs of this ministry
- Become a member of Northwood Christian Church.
- Be loyal to the vision and staff of Northwood and always protect the unity of the church.
- Embrace and promote the Vision, Mission and Core Commitments of Northwood Christian Church.

## **Knowledge & Skills Needed:**

- Passion to meet with people and connect them to others.
- Ability to lead and motivate diverse groups of people.
- Support a positive and welcoming atmosphere at all times.
- Good interpersonal skills to effectively communicate with people of all ages.
- Experience in recruiting, training, inspiring ministry leaders.
- Energetic self-starter who thrives in a team environment.
- Ability to prioritize and handle multiple tasks at once.
- Comfortable speaking in front of small or large groups.
- Experience with computer hardware and software tools (i.e. MS Office suite, Google).
- Ability to effectively use church management software.

### **Job Responsibilities & Duties:**

- Collaborate with the connections team members to create high impact first impressions for visitors as well as ongoing engagement with Northwood members.
- Actively connect people to small groups and ministries throughout the church.
- Implement a strategy to recruit and train small group leaders for both in person and online small groups and coach them through the process.
- Continually improve follow-up methods to ensure that guests and members are plugged in and connected to Northwood both in person and online.
- Collaborate with the Associate Pastor to evaluate and approve study material to enhance the content strategy for small groups and classes.
- Maintain a team of volunteers to engage with our online viewers to encourage deeper church connection.
- Assist with planning of connection events, new member classes, ALPHA and the Gathering.
- Collaborate with the Volunteer Coordinator to get attendees plugged into serving opportunities.
- Attend weekly staff and prayer meetings.
- Attend monthly Board meetings.
- Perform other duties as requested by the Associate Pastor.

### **Education/Experience:**

- Associate Degree or Higher, or equivalent combination of education, training, and experience.
- 3 years of church ministry, leadership or management experience.