



ROLE DESCRIPTION – NEW PEOPLE MINISTRY DIRECTOR

REPORTS TO: Ministry Manager / Location Pastor

PURPOSE: To lead a flourishing New People Ministry

DIRECT STAFFING SUPERVISION:

- NA

PRINCIPLE RESPONSIBILITIES:

- 1) Ensure the soul-to-soul care of all coaches and leaders in your ministry area
- 2) Identify and Develop leaders in your ministry area through the leadership pipeline
- 3) Ensure the connection to new people at our Sunday Services and Events by leading a passionate and unified group of volunteers
- 4) Oversee the Coaches of the Yes Team and the Hello Team to ensure all New Christians and New People are connected with, discipled and integrated into our Church
- 5) Lead the Discipleship Pathway at your location

SPECIFIC RESPONSIBILITIES:

1) Ensure the soul-to-soul care of all coaches and leaders in your ministry area

- Personally ESPN your Coaches and support them growing spiritually and in their leadership
- Ensure that your Coaches are loving and supporting their Leaders through ESPN
- Ensure there are quality huddles for the Coaches and Leaders in your ministry, making sure they are a great soul to soul, equipping experience

2) Identify and Develop leaders in your ministry area through the leadership pipeline

- Identify new leaders and facilitate the apprenticing of new leaders at every level in your ministry area (including shadowing plans)
- Ensure and facilitate the equipping of existing leaders through quality huddles at every level in your ministry area
- Create a culture of continuous coaching conversations for the coaches and leaders in your ministry area

3) Ensure the connection to new people at our Sunday Services and Events by leading a passionate and unified group of volunteers

- Ensure the Yes Team and Hello Team have clear procedures and are running smoothly
- Ensure all New Christians are connected with a team member on the day, capturing their details and are followed up during the week
- Ensure the Welcome Lounge is running effectively and hello team are connecting with new people
- Ensure the Next Step Zone is running effectively
- Ensure team member huddles are run for all the members of this ministry according to the pre-determined rhythms (these can change from year to year)

4) Oversee the Coaches of the Yes Team and the Hello Team to ensure all New Christians and New People are connected with, disciplined and integrated into our Church

- Supervise, train and support the Yes Team Coaches and Hello Team Coaches
- Lead Core Team Meetings regularly and use the training card as a guide
- Plan annual budget in consultation with our Business Manager and manage these budgets throughout the year
- Ensure the AAPS process of onboarding new volunteers is followed
- Partner with your coaches on recruiting for our Yes and Hello Team
- Be responsible for every New Christian and new person in our Church being allocated to a team member for ESPN
- Work closely with the Group Ministries as we integrate New People into Church life as members of C3 Powerhouse

5) Lead the Discipleship Pathway at your location

- Through the team run successful Welcome Party, Alpha Course, Encounter Experience and Baptisms at agreed rhythm
- Working with your coaches, ensure we are inviting and lead people to the Discipleship Pathway events
- Ensure after each Welcome Party the Face to Face appointments happen effectively, connecting them to the right people (especially eagles)

COMPETENCIES:

- 1) **Vision Casting:** Cast a vision that motivates and mobilises the teams in your Ministry Area.
- 2) **Collaborative Leadership:** Engage key leaders and influencers to strategize together in leading your Ministry Area.
- 3) **Amplify C3 Powerhouse Culture:** Model and communicate the culture and core values that shape C3 Powerhouse to your Ministry Area and the wider church.
- 4) **Identify and Develop Leaders via Leadership Pipeline:** Continually identify potential leaders and invest in them through apprenticing, ongoing feedback and Huddles.
- 5) **Coaching Conversations:** Provide feedback and evaluation that increases ministry effectiveness and leadership confidence.
- 6) **Strategic Problem Solving:** Accurately assess a situation, think strategically (including others) and arrive at a positive resolution to difficult or complicated challenges.