

Position Title: Connections Coordinator
Reports to: Connections Pastor
Payroll Status: Part-time, hourly

The Basics:

- A growing relationship with Jesus Christ demonstrated in character as outlined in I Timothy 3 and Titus 1
- A humble and teachable spirit born out of an identity in Christ and an understanding of God-given ability
- A life dependent on the Holy Spirit and faith as demonstrated by an active prayer life
- Loves people and is regular part of the life of the body of Lincon Borean and the services of the church.
- Supports the core beliefs of Lincoln Borean.
- Responsible, organized, and available to the people of Lincoln Borean.

Primary Responsibilities:

- Manage and facilitate personal follow-up of connection inquiries in these areas
 - Sections
 - Classes
 - Serving
 - Life Stages
 - Care
- Facilitate details of Discovery class relating to registration and communication

The Details:

- Setting up and meeting with people for connection
- Meeting with ministries to understand current happenings and serving opportunities
- Follow up with email, phone call or personal connection throughout the week and on Sundays when necessary
- Be the liaison between the individuals and ministry staff for connections and serving opportunities
- Maintain database for connections

Skills:

- You love people.
- You have an amazing ability to put people at ease and make them feel valued.
- Others notice your wisdom in discernment with people.
- You have the ability to direct people to a good fit or next step even in the most difficult circumstances when they may see it differently.
- You have a good understanding of the gospel and you are comfortable sharing it.
- You have an impeccable ability to follow up and not let things slip through the cracks.
- You are a self-starter and highly motivated.
- You enjoy finding out everything that is happening around the church.
- Ability to manage database for tracking connections of our people

Bonus Points:

- You love making connections and bridging gaps.
- A servant's heart with a passion for ministry and specifically serving the local congregation.
- Personable and helpful attitude.