



HILL COUNTRY

BIBLE CHURCH

JOB DESCRIPTION

CONNECTIONS MINISTRY ASSISTANT DIRECTOR

Job Classification: Full Time; Ministerial Exception

Date: March 2022

SUMMARY

The Connections Ministry welcomes and helps every person who visits Hill Country take their next step of spiritual growth and connection. The Connections Ministry Assistant Director will own the Connections Ministry Purpose and Plan (under the leadership of the Connections Director), equip volunteers, shepherd, disciple, and empower servant leaders, and build and unleash a Discover Hill Country (DHC) Leadership Team to own the implementation of DHC at Lakeline.

OUTCOMES AND RESULTS – SUCCESS IN THIS POSITION WILL RESULT IN:

1. Co-ownership of the Connections Ministry Purpose and Plan to help every individual (including “the one” – Luke 15) engage at Hill Country, with God and with others, and with their next steps on their spiritual growth journey
2. Effective, collaborative leadership that provides guests and members at Lakeline a high-quality experience for Sunday worship services and special events
 - a. There are warm and welcoming environments to help guests and attendees connect with God and others
 - b. People are connecting to the mission, vision, values, and pathway of Hill Country
3. Discover Hill Country is growing in breadth and impact as *the* pathway for everyone looking to grow spiritually and connect more deeply at Hill Country
 - a. Leadership of the four-session class that prioritizes: Following Jesus, Growing Together, Impacting Others, and Living with Purpose
 - b. Development and shepherding of a Leadership Team to take ownership of DHC at Lakeline
 - c. Collaboration with all ministries (church-wide, multi-gen) to engage and connect people to next steps
 - d. Envisioning and alignment of Connections Ministry Location Coordinators to implement at their location
4. Leaders are being discipled as fully formed followers who receive their identity from Jesus and model their life after His; a movement of changed lives is being catalyzed through a culture of discipleship and gospel saturation

MAJOR RESPONSIBILITIES AND ACTIVITIES:

1. Learn and lead the Spiritual Growth Pathway (Discover Hill Country) at Lakeline
 - a. Build, develop and unleash a Servant (volunteer) Leadership Team to co-own the ministry with you
 - b. Recruit volunteers and leaders to serve as key communicators, table hosts, hospitality, and environment specialists, etc. for DHC
 - c. Work with the Location Coordinators to ensure DHC is implemented effectively at each location; spend time at all locations to observe, encourage, envision
 - d. Collaborate with church-wide ministries to increase participation and to ensure people are receiving care and support in taking next steps
 - e. Work with Communications for an integrated, inspiring, and strategic plan to keep DHC at the forefront and to share and celebrate stories of life-change
2. Own and personally engage in Church Goals: Make Disciples who make disciples (Fully Formed Followers), Develop Leaders, and engage in Gospel Saturation missional practices to impact people far from God with the love of Jesus
3. Partner with the Connections Ministry Director to adapt to changes, problem solve, and envision and execute steps that provide an increasingly high-quality Sunday morning and special event experience (physical worship services, online, Discover Hill Country, large events, and more)
5. Partner with the Connections Ministry Director to recruit, train, empower and deploy volunteers and servant leaders; ensure clear communication, scheduling, training, and envisioning of the Sunday Worship Service and Special Event Teams for Lakeline, including but not limited to: Parking and front door, Greeters, ushers, and unmarked connectors, and Welcome Centers and hosts
4. Support guest follow-up and connect card efforts (connect and pray with people); collaborate with multiple ministries to help people meaningfully connect to areas of interests and take spiritual steps
5. Lead specific Connections Ministry events, trainings, and classes; provide spiritual leadership and applicable materials
6. Provide additional leadership to Connections Ministry projects as assigned; serve as an active member of our overall staff team - engaged in the life of the church, participating in special initiatives, and living out our core values.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Mature follower of Christ who owns the mission, vision, and values of Hill Country Bible Church
2. Theologically aligns with the core beliefs of HCBC; becomes a church member within 3 months of hire
3. 3 years' professional experience in a team building, service-oriented or other relevant role; church leadership experience preferred but not required
4. Ability to communicate biblical truths, envision, shepherd, and disciple people

5. Proven experience serving and empowering volunteers in the context of a local church; highly relational
6. Skilled with Microsoft Office (Outlook, Word, Excel, and PowerPoint); ability to learn other software rapidly
7. Availability to work Sundays, occasional evenings, Christmas Eve and Easter
8. Physically able to stand for long periods, navigate/walk a large campus, and lift and carry objects up to 25 pounds

CULTURE AND CLIMATE:

1. Position reports to Connections Director, Jeremy Scudder
2. Staff culture is goal-oriented, collaborative, with accountability
3. Core Values: Responding to God's Word, Engaging Generations, Celebrating Life Change, Thinking Beyond Ourselves, Loving our Neighbors