



DOOR CREEK CHURCH

Changing lives to change the world

Position Title

Sports Ministry Coordinator (part-time) – 12 hours/week

Ministry Description

Provide leadership and coordination for Door Creek Church's youth sports leagues through Upward Sports.

Reporting Relationship

Kid's Ministry Director and/or Associate Director

Primary Responsibilities

- Coach, support and train coaches and referees. This includes holding at least one coach/ref training session at the start of the season.
- Recruit coaches and refs as needed.
- Supervision of evaluations.
- Respond in a timely manner to parent/coach emails and phone calls.
- Assist with draft and team formation.
- Monitor weather/field conditions daily and make necessary decisions regarding practice/game cancellations.
- Supervision of Saturday games including halftime devotionals (if no volunteer is available).
- Overall oversight of weeknight practices – in person only as needed to fill in for a coach or offer training or support.
- Field prep (football and soccer) including line painting, maintain equipment
- Any coaching hours if needed to coach a team.
- Work through conflicts with coaches, refs and/or parents in a Christ-centered manner.
- Provide consistent messaging about the core values of Upward Sports at DCC.
- Adhere to the Upward budget.

Seasonal hours:

- Flag Football: August-October
- Basketball: December-February
- Soccer: March-First weekend of June

Note: this position could be split into separate coordinators for each sport

Personal Qualifications

- **Regular Door Creek Church attender**
- Commitment to Christ is ultimate in your life.
- Experienced coach
- Comfortable with conflict resolution
- Experience leading in a diverse environment.
- Effective communicator to coaches and parents
- Demonstrates a level of spiritual and life maturity.
- A team player that thrives in collaborative environments
- 100% behind the mission and vision of Door Creek Church

This description is intended to convey information essential to understanding the scope of the job and the general nature and the level of work performed by job holders within this job. But this job description is not intended to be an exhaustive list of qualifications, skills, efforts, duties, responsibilities or working conditions associated with the position.