



First Presbyterian Church of Englewood

CONNECT GROUPS COORDINATOR

POSITION DESCRIPTION

Summary: The Connect Groups Coordinator is responsible for the vitality of the Connect Groups program at FPC.

Description: "Connect Groups" is the name for our small groups ministry. Christian small groups are lay-led groups, generally about 8-12 persons, who gather weekly or bi-weekly, at the church or in a member's home. The content is generally inductive Bible study, sharing, and prayer. In a successful group members experience deep relationships and personal growth through meaningful sharing and mutual accountability.

Performance Metric: The primary metric for evaluating performance of the position is the number of persons regularly participating in a Connect Group as a percentage of the average total worship attendance.

Responsibilities: The Connect Groups Coordinator is responsible for:

- Identifying and supporting Connect Group Leaders/Coordinators and Hosts
- Being the primary contact point for persons interested in joining a Connect Group
- Providing small group discussion resources to group leaders
- Contacting visitors and following up with all persons who express interest in a Group

The Coordinator will develop and work with a Connect Group Leadership Team comprised of interested individuals from the congregation.

Reporting: The Coordinator reports directly to the Head of Staff.

Hours: The position is expected to be 8-12 hours per week, including Sunday presence on most Sundays. Compensation commensurate with experience.

Skills/Experience: The Coordinator should exhibit the joy of her/his personal faith in Jesus Christ, have experience as a member of a Christian small group, possess excellent interpersonal communication skills, and an understanding of high-functioning small group programs.