

Ministry Leader Job Description

Name: Church Online Host Ministry Leader

Ministry Family: Biblical Studies

Ministry: Class Hosts

Core Responsibility: Greet, welcome, and interact with our church online audience. Just because we are on a virtual platform does not mean we can't still engage with people on Vimeo, Facebook Live or YouTube Live.

ESSENTIAL JOB FUNCTIONS:

- Log on 10 minutes prior to our scheduled go Live time (8:45).
- greet guests as they arrive;
- lead conversations in the chat window;
- handle private chat conversations when necessary, monitoring the content and flow of the chat;
- dealing with inappropriate comments, referring sensitive situations to appropriate experts and forwarding information as requested.
- **Primarily**, though, your role is to make guests feel welcome, comfortable, and safe. When opportunities present themselves lead the guest into a next step such as commitment to Jesus, baptism, or connect into a group.

Before Worship Begins:

- Spend some time in prayer.
- Log in to Facebook.
- Send 5-6 personal invitations to Online Church to individuals who God has laid on your heart.
- Log on 10 minutes prior to the start of your service and update your Facebook status.