



LOCAL TEAMS ASSOCIATE DIRECTOR

REPORTS TO	Local Teams Lead Director
CLASSIFICATION	Full Time, 40–45 hours per week
EXEMPTION	Ministerial Exception

POSITION SUMMARY

The Teams Associate Director's primary role is to create kingdom culture and make disciples through discipling leaders and building Valley Creek and Serve the City serve teams.

GIFT BASE

- Relational
- Team Builder
- Coach/Coachable
- Self-Leading
- Verbal/Written Communication
- Collaborative
- Flexible

ROLE REQUIREMENTS

- A passion for following Jesus and unity with the vision of Valley Creek
- Must already be actively engaged and leading a serve team or a Circle at Valley Creek
- Has a spiritual depth and maturity that allows them to lead others to more freedom in Christ
- A servant-hearted person who thrives on creating opportunities for others to encounter Jesus
- The ability to build, develop, and train serve teams
- Strong communication skills to cast vision and provide training for serve teams
- Adapts to and can lead through fast-paced change with peace and excellence

ROLE RESPONSIBILITIES

- Assist the Teams Lead Director to build, oversee, and train serve teams during weekend services, Serve the City, and other events and gatherings
- Disciple and coach serve team leaders to advance kingdom culture
- Communicate both the vision and training for serve teams and leaders effectively
- Schedule and communicate serving opportunities with serve teams and leaders using approved tools
- Own, order, and manage inventory for cafe and worship center supplies
- Lead public and private prayer and scripture reading with and for Serve Teams and Leaders. Personally model our Kingdom culture and values as documented in our Staff Handbook.
- Lead a Circle - responsible for the spiritual guidance and discipleship of people of the church
- Is considered a spiritual leader of our church and has the authority to baptize and administer communion
- This is not an exclusive list of responsibilities, other tasks may be assigned according to ministry needs



WORK HOURS

- Work hours are Monday – Thursday, 8:30am to 5pm and Sundays, 7:30am to 1pm
- Required to work during all worship experiences on Christmas Eve and Easter, as well as other possible events outside of normal working hours