

**POSITION: SMALL GROUP COACH****PART TIME - 10-20 HOURS PER WEEK**

**PURPOSE:** A small group coach is an integral part of the church's discipleship ministry team. A small group coach is gifted in leading groups, providing encouragement, wisdom, and accountability for small group leaders to help them succeed at leading, managing, and multiplying their groups. Coaches are supported and supervised by the Groups Pastor.

**JOB DESCRIPTION:****TASKS and SKILLS**

Mentor small groups leaders to effectively lead, manage, and multiply small groups in a way that equips group members to pursue God, grow in spiritual maturity and to help others pursue God and grow.

- Keep leaders on mission.
- Cast vision.
- Reinforce the church's small group strategy
- Motivate and inspire leaders toward excellence in their groups and their lives.
- Encourage leaders to implement all the essential aspects of the church's small group strategy.
- Assist Groups Pastor in taking leaders through a quarterly assessment of their groups
- Mentor Small Group Leaders
- Celebrate what leaders are doing well.
- Give leaders specific input on next steps to improve.
- Help leaders succeed.
- Mentor: Help leaders succeed in their own pursuit of God.
- Train and Equip Leaders
- Actively help leaders get their groups going in the start-up phase.
- Actively help leaders prepare their groups as they approach the reproducing phase.
- Respond to the felt needs and questions of group leaders when called upon.

**TRAINING & MEETINGS**

- Meet quarterly with small group leaders for assessment.
- Meet monthly with a small group leader and team during the beginning of the start-up phase and at the end of the group life season

Meet regularly with the Groups Pastor for reporting and feedback. Meet with fellow coaches as needed or as directed by your supervisor.

**PERSONAL QUALITIES:**

- An authentic follower of Christ that is pursuing the Lord with his/her heart, mind and soul
- A life growing in all aspects of the fruits of the Spirit love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control
- Fully committed to the vision and values of HPCC
- Knowledgeable of and experienced with technology and social media
- Great communicator
- Makes it happen
- Self starter
- Passionate about reaching the next person for Jesus
- Hard-working, but loves to have fun
- Willing to go the extra mile
- Leader - strong leadership and organizational skills
- Loves people
- Involved in the heart and life of HPCC (small group, serving, events, etc.)
- Team Player

Please submit resume and cover letter to Jen Chadderdon at [jenc@hpcc.cc](mailto:jenc@hpcc.cc)