

Creative.Church

Newcomers Director

Creative Church is a multi-campus church located in the Greater Twin Cities, Minnesota area, led by Pastor Jonathan and Joanne Brozozog. Creative Church has continued to grow as one of the most diverse churches in the area over the past 17 years and were recently listed as the 24th fastest growing church in America by Outreach Magazine. As we grow, God gives more opportunities for expanding our team, and we are looking for talented, called and dedicated leaders like you to join us in this journey.

Please submit all resumes to andrew@creativechurch.com with the position title in the subject line. Thank you.

Position Description:

The Newcomers Director is responsible for leading, recruiting, training and developing teams that oversee, track and retain our newcomers. Newcomers Director will collaborate with the Connections Director initiatives and will help communicate the vision for discipleship and relationship building to the church members.

Position Details:

- Position Type: Full Time
- Hours Per Week: 40+ Hours
- Reports to: Connections Director

Essential Duties & Responsibilities:

Leadership Oversight

- Maintain a vital and effective newcomers ministry by consistently identifying, recruiting, training and developing leaders.
- Managing our First Serves process to get people volunteering
- Tracking and reporting on new volunteers being retained
- Plan and execute these events
 - Belong
 - New Believers Classes
 - Baptisms
 - Baby Dedications
 - Newcomers Parties
 - Meet and Greet areas at events
- Meet with newcomers regularly to help them find their place and stay in

the church

Group Growth and Development

- Connect church visitors from planning to visit, all the way to becoming part of the church in volunteering and small groups.
- Raise and develop leaders and volunteers to manage and track all newcomer information
- Seek to build relationships with new attendees and make personal connections in an attempt to facilitate groups, teams to meet the needs of the church members.
- Work in coordination with the Database Coordinator to maintain up-to-date visitor information; collaborate on effective ways to connect new people to the church into the life of the church.

Direct Ministry Oversight

- Overseeing the teachers, facilitators and volunteers who run Belong, New Believers Class, Baptism, Baby Dedication, etc.
- Lead a campus point person for newcomers connections at both campuses
- Other duties as deemed necessary by your leaders

Qualifications & Skills:

- Mature and ongoing personal relationship with Jesus Christ.
- Ability to fully embrace the vision, values & statement of faith of Creative Church.
- Must be able to maintain confidentiality and exercise discretion.
- Organization and strong communication skills are essential.
- Must have the ability to plan, budget, delegate and meet deadlines on time.
- Ability to recruit, train and mentor other leaders.
- Ability to work in a team and or independent professional manner.
- Manage time and schedules well, and meet deadlines consistently.
- Capable of handling several tasks at once with thorough follow through.
- Have strong people skills, problem solving skills and general computer skills.