



6. Inreach Coordinator

- **Core Purpose:** To manage the connection and care of the group's members to ensure every member is valued, looked after, and ministered to.

Key Responsibilities

- **Oversee the Care Network:** Work directly alongside the Care Group Coordinator to ensure the internal relational and practical needs of the group are fully met.
- **Manage Care Groups:** Help determine how many smaller "Care Groups" are needed within the main group, ensuring every active and inactive member is assigned to a Care Group for closer personal connection.
- **Equip Care Group Leaders:** Ensure Care Group leaders (who are group members stepping up to help care for a small handful of people) have accurate rosters, clear communication, and the support they need.
- **The "Missed Report" Follow-Up:** Secure the 3-week absentee report from the Secretary/Director weekly, and ensure those missing members receive a warm, personal check-in.
- **Celebrate Milestones:** Maintain a regular rhythm of highlighting and celebrating group members' birthdays, anniversaries, and significant life milestones.
- **Staff Care Escalation:** Keep the adult ministry staff informed about major life milestones, significant crises, or hospitalizations within the group. This ensures the pastoral staff is aware and can step in to provide extra care, support, or celebration alongside the group's efforts.
- **Commitment to Leadership Development:** Prioritize attendance at church-wide leader huddles, training sessions, and team meetings throughout the year. Active participation is vital for staying aligned with the church's vision, sharpening your skills, and building community with fellow leaders.

Multiplication Impact

- **Healthy Relational Foundations:** By ensuring every member is deeply cared for and connected in Care Groups, the group naturally forms mini-launch teams needed to make future multiplication a smooth success.