



1. Director

- **Core Purpose:** To partner with the Teacher in leading the Connect Group, serving as the primary administrator and team builder who organizes, mobilizes, and empowers the coordinator team to fulfill the group's mission.

Key Responsibilities

- **Team Leadership & Development:** Recruit, encourage, and support the group's coordinators (Inreach, Outreach, Secretary, etc.), ensuring they understand their roles and feel equipped to serve.
- **Weekly Meeting Management:** Direct the weekly group meeting, ensuring the meeting starts and finishes on time to allow for an adequate Bible teaching period.
- **Group Communication Standard:** Create and implement a centralized communication method that works best for your specific group—such as GroupMe, a group-wide email thread, or a private Facebook group. Ensure this channel is consistently managed to keep the community connected, informed, and aligned throughout the week.
- **Hospitality Oversight:** Arrive early to the group start time to ensure the room is set up and ready to warmly greet both members and guests.
- **Strategic Planning:** Partner with the Teacher to lead regular quarterly leadership team meetings to evaluate group health, assist in planning social/missional events, and implement strategies for growth.
- **Intentional Care Support:** Work closely with the Inreach and Outreach Coordinators to ensure that both regular members and first-time guests are consistently tracked, welcomed, and cared for.
- **Staff Communication & Partnership:** Maintain consistent, proactive communication with the church's adult ministry staff regarding group dynamics, roster changes, or significant pastoral care situations. Ensure you regularly read and respond in a timely manner to all emails from the ministry staff.
- **Commitment to Leadership Development:** Prioritize attendance at church-wide leader meetings, training sessions, and team gatherings 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

- **Apprentice Building:** Actively identify, enlist, train, and mentor an Assistant Director within the group.
- **Launch Readiness:** Keep the leadership team focused on healthy growth so that when it is time to multiply, a prepared, unified leadership core is ready to launch the new group.