

## APPRENTICE ROLE DESCRIPTION

(10-15 hours / week)

<u>Ministry Area</u>: CARE Ministry <u>Reports to</u>: CARE Staff

<u>Ministry Area Purpose</u>: The Care Ministry exists to support The Church of Eleven22 Pastors in providing pastoral care and ministry to the people of The Church of Eleven22. As God continues to bring more people to the ministry of Eleven22, the Care Team fills the gap to share God's love with His people in times of crisis, transition, or difficulty.

## **Apprentice Responsibilities:**

- Meet with ministry area direct report for 30 minutes minimum bi-weekly.
- Attend ministry team meetings as possible.
- Lead the Care Team at a specific campus for at least 12 months, acting as liaison between Central staff and Campus Pastor/Staff
- Attend campus Staff meetings as possible
- Assist the Campus Pastor/Staff during services and events as the point of contact for Care
- Meet Care needs of people within the community of the campus, ensuring Care Giver: Care Receiver assignments are made
- Communicate care needs to the Campus Pastor and Staff
- Coordinate Supervision meetings for the Care Team members at the campus
- Coordinate Care Training for new trainees at the campus
- Be available to make phone calls, send emails, and/or visit those in need in a timely manner, sometimes outside of normal work hours

## **Helpful Competencies, Skills, and Experience:**

- Ability to maintain confidentiality
- Able to lead a Serve Staff team
- Ability to communicate ministry directive and day-to-day ministry activities with serve staff and campus Staff
- Ability to work with a highly flexible team and schedule
- Knowledge of Microsoft Office Products
- Basic knowledge of CCB

## **Measurements of Success:**

- Commitment to The Church of Eleven22 Mission, Vision, and Values
- Demonstrated desire to make disciples that make disciples
- Modeling of The Church of Eleven22's Code of Conduct
- Strong, pro-active communication (verbal and written) and interpersonal skills
- Assist the efforts of the core leadership of the Care Team
- Identify and develop leaders and serve staff for continued growth of the Care Team