

Uphold Director (Special Needs Ministry)

Cherry Hills
Community Church

UPHOLD DIRECTOR (SPECIAL NEEDS MINISTRY)

The Uphold Director leads a high impact special needs ministry that positions those who attend to grow spiritually, build strong relationships, and powerfully experience the love of Christ; designs and implements engaging and spiritually formative programming, events, and experiences; recruits, motivates, and equips a volunteer team to fulfill the ministry's vision; and ensures people with special needs and their families are served and cared for with the love of Christ.

RESPONSIBILITIES

Recruit, Envision, Equip, and Empower a Volunteer Team for Maximum Impact

- Identify and recruit volunteers and buddies
- Create a culture of unity by envisioning, praying with, and training your team
- Cast vision regularly by sharing stories and celebrating wins
- Provide direction, care, support, and coaching for your volunteers

Serve and Support Team Members Before, During, and After Each Weekend Services

- Ensure room is fully staffed and resources are prepared in advance
- Model servant leadership and exhibit a helpful, joyful attitude
- Answer questions and serve as a resource

Ensure Highly-Engaging, Spiritually Formative Programming for Uphold Participants

- Ensure all activities are gospel-centric, fun, and have depth of content and relationships
- Train leaders to facilitate highly relational and transformational groups
- Ensure content and curriculum inspire spiritual growth and life change

Cultivate Relationships with Uphold Participants and Families

- Connect relationally with participants and families during drop-off and pick-up times
- Take time to thoroughly understand each participant's needs
- Work with the parents and buddies to ensure great participant-buddy matches
- Build relationships with participants during the weekend service

Execute Special Events that Build Community and Reaches the Community

(Examples: Camps, Respite Nights, etc.)

- Identify events that reach new families and serve current families
- Plan and successfully execute all event logistics

Complete Administrative Responsibilities for Uphold Ministry

- Maintain all administrative documentation (attendance, follow-up reports, etc.)
- Complete screening, processing, and paperwork for all volunteers
- Create a system to communicate with Uphold parents
- Collaborate with other ministries to support new parents as needed

Reflect God's Love for Participants with Special Needs and Their Families

Model a Growing and Vibrant Relationship with Christ

- Pursue full devotion to Christ and live the life we are inviting others to live
- Embody other-centered, servant-leadership in all interactions

Demonstrate Commitment to Cherry Hills Community Church

- Pursue church membership and live out the four commitments of active membership
- Accept and uphold CHCC's Essentials of Our Faith

OTHER REQUIREMENTS

- Previous special needs ministry experience required
- Four-year degree preferred