



**Position Title:** Local Outreach Coordinator  
**Location:** Mesa Campus

**Average Hours/Week:** Fifteen  
**FLSA Status:** Non-exempt

**Position Summary:** This position is responsible for the planning, oversight and budget for all areas of community outreach at the Mesa Campus. Primary responsibilities are ACTS & Prison Ministry.

**This position is connected to the faith and ministry of the church and moves forward the vision of Central Christian Church.**

**Responsibilities:**

- This is first and foremost a team-building and development role. It requires the ability to develop and lead leaders who develop and lead servant ministers, and to help structure and organize those teams to effectively do the ministry.
- Encourage Servant Ministers in their walk with Christ and next steps
- **ACTS:**
  - Recruit, process, train, and oversee servant leaders and servant ministers to accomplish the ministry needs.
  - Be the On-site director of ACTS ministry Saturdays
  - Oversee the follow-up and management of ministry requests and other vital ministry communication needs for ACTS.
  - Find and communicate opportunities for Life Groups, Student Groups, and other specific ministries to become involved in ACTS.
  - Lead the team in intentionally ministering to ACTS guests and having spiritual conversations.
- **Prison:**
  - Supervise the Prison Ministry director and assist in coordinating and supporting the Prison Ministry Team development and work.
- Assist in the leadership and logistics for Mesa Made for More events and all campus Compassion Campaigns (i.e. Adopt a Family, Mobilize, etc.)
- Help develop and manage the Local Outreach budget with the Campus Pastor
- Other duties as assigned

**Knowledge, Skills and Experience:**

- Strong people skills and ability to recruit others to serve
- Ability to cast a vision and lead others to do ministry
- Competent administrative & organizational skills
- Experience working with compassion ministries/organizations/serving teams
- Strong computer and communication skills

**Role model in personal life:**

- Must align with the vision, and values of Central Christian Church and be committed to doing Central no harm.
- Growing in your personal relationship with Christ.
- Develop personal evangelism opportunities within and outside the Church.

**Model biblical integrity in all things:**

- Adhere to and encompass the qualities and characteristics required of Central Christian Church employees, defined by the Employee Handbook.
- Financially support the vision of Central Christian Church by faithfully giving at least 10% of gross income.
- Be an active Owner at Central Christian Church, making every effort to uphold the six core values of Central.

**Physical Requirements:** While performing the duties of this job, the employee is required to stand, walk sit; use hands to finger handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; The employee must occasionally lift or move up to **thirty-five** pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.