

Metropolitan District of the Christian and Missionary Alliance (The Alliance)

Ministry Staff Position Description

TITLE: Strategy and Assessment Coaching Director
TEAM: Strategy and Assessment
LEVEL: Part-Time Hourly

SUMMARY

The Coaching Director will work closely with the Strategy and Assessment Team Lead to provide strategic, spirit-led coaching for Metro District Churches and create a PEAK Specialized Plan (PSP) for churches to become thriving congregations. The Coaching Director is responsible for the training, scheduling and oversight of all Metro District coaches. The coaching director will collaborate with the Strategy and Assessment Team Lead to ensure the coaching curriculum and strategy for each church is relevant and transformative to the participating churches.

The mission of the Metro District is to be a Christ-Centered Acts 1:8 collaborative movement of multi-cultural and multi-generational churches focused on Kingdom renewal in Metropolitan New York and all of New Jersey, including a mandate for the Cities, impacting everywhere with the Gospel in a transformative holistic manner.

The unique values of the Metro District are:

- Ministry and Life in the Spirit
- Kingdom Justice and Mercy
- Leadership Development and Soul Care
- Missional Living and Global Advancement

The individual holding the above position will be an active participant at a C&MA church, will be willing to adhere to the doctrinal distinctives and lifestyle policies of The Christian and Missionary Alliance and will commit to living out and leading others in the mission and values of the Metro District.

TEAM VALUES

Each member of the Administrative Team shall exemplify the following team values:

- Spirit Led Leaders – Metro District staff exhibits the fruit of the Spirit, lives in the presence of the Spirit, and leads with the power of the Spirit.
- Team Collaboration – Metro District staff displays servant leadership, believes the best of others, and works collaboratively to accomplish the mission.

- Innovative Excellence – Metro District Staff embraces and fosters a culture of excellence/improvement that explores new and innovative ways to accomplish the mission.
- Diverse Multiplication – Metro District staff is intentionally inclusive (ethnically, gender, and generationally) in our leadership and in developing/releasing leaders from diverse backgrounds.
- Healthy Fun – Metro District staff maintains healthy patterns of work, rest, and fun.

ESSENTIAL FUNCTIONS:

Amenable to the Strategy and Assessment Team Lead, exercise Spirit led discretion, and facilitate collaboration as a member of the Strategy and Assessment team, to fulfill the vision of the Metro District while accomplishing essential functions.

- Train and lead a group of coaches to guide churches that are participating in a Strategy and Assessment process
- Coach an assigned group of churches on a monthly basis according to their PEAK Report and PEAK Specialized Plan (PSP)
- Create and implement a PSP for churches in the PEAK Process
- Provide regular reports on the progress of each church
- Collaborate with Strategy and Assessment Team Lead to develop a robust coaching curriculum that addresses the critical church needs of Leadership, Discipleship, and Mission
- Train other Alliance districts in PEAK Coaching
- Travel within the Metro District region to meet with churches and potential to travel nationally for coaching other Alliance Districts and churches in PEAK

Recommended Skills:

- Desire to see churches grow and develop as thriving congregations accomplishing their God-given purpose
- Minimum 10 years professional work experience
- Minimum 10 years of ministry experience or church leadership, governance, or pastoral role
- Experience in coaching diverse teams of people
- Experience in leading a group of people to achieve targeted outcomes
- Highly skilled at synthesizing data and identifying trends and root issues
- Highly skilled at asking targeted questions and leading group discussions with 10-20 people
- Strong ability to prioritize and manage complex projects
- Comfortable working with online software platforms
- Excellent verbal and written communication skills

- Self-initiator
- Good problem-solving skills and the ability to troubleshoot
- A creative out-of-the-box thinker

Qualifications:

- **Spiritual Vitality:** Shall be a committed follower of Jesus Christ who is regarded by acquaintances and colleagues as a person who consistently follows biblical principles.
- **Personal Integrity:** A consistent record of truthfulness, honoring commitments, maintaining confidences, and handling personal affairs (including finances) honorably; a mature Christian who is insightful, credible, sensitive, and spiritually discerning in dealing with others.
- **Personal Characteristics:** Systematic thinker; strong organizational skills; effective relational skills; works well with a variety of personalities people from diverse generations/backgrounds; maintains long-term commitments and relationships; active listener; emotionally stable and mature; flexible; excellent oral and written communication skills; prudent expense management; internally motivated; high energy level; knowledgeable and enthusiastic about the ministry and mission of The Metro District and The Alliance globally; has Alliance ministry experience.

Rewards and Benefits:

Compensated for part-time work 25-30 hours/week.

Additional hours and stipend available for coaching churches in addition to Essential Job Functions.

- Paid vacation days per employee handbook
- Paid holidays per employee handbook
- Paid sick/personal days per employee handbook
- Employee will work from home between Christmas and New Year's Day at full hourly rate as the District Office will be closed.
- District covers registration, transportation, and lodging for Annual District Conference and training seminars (when granted).