



## DREAM TEAM COORDINATOR:

POSITION TYPE: Full Time/Director  
CAMPUS: TBD  
REPORTS TO: Campus and Central Ministries Pastors

### Summary

Dream Teams are the backbone for everything that we do at LifeFamily. The Dream Team Coordinator will help attenders move from being consumers to contributing as a volunteer on a ministry team at LifeFamily. They will work closely with other Directors and Pastors to establish healthy pathways for people to take their next steps in serving the local church.

### Position Description: The Ideal Candidate will be...

- **A Strategic Developer** – The ideal candidate will be someone who sees the big picture clearly. They will have a deep understanding of the systems, pathways and programs it takes to help people engage with a Dream Team.
- **A Gatherer of People** – They are likable and approachable. This person is magnetic. They are the kind of person who attracts others. They are a thermostat, not a thermometer. They gather the kind of people that reflect our culture.
- **A Collaborative Team Player** – The ideal candidate will be someone who brings immense insight and value to the team at LifeFamily. Their heart will beat for collaboration and they can think beyond their ministry and campus in order to accomplish the goals of LifeFamily at large.
- **A Ministry Sponge** – The ideal candidate will be someone who has their pulse on what's working in the church today. They will also have a tendency to think outside of the box and not be afraid to approach ministry in a way that will be sure to resonate with the world we live in.
- **A Futuristic Thinker** – Someone who has their pulse on what's next in the world of church ministry. They will have the ability to see outside of their own silo and speak in to the ministry of their campus and LifeFamily at large.
- **A Ministry Savant** – The ideal candidate will be someone who has been a part of ministry executed at a high level - either as a staff member or a volunteer. They will have spent significant time leading in a context of similar size and scope. The value of experience and a natural God-given leadership gifting cannot be overstated for this role.
- **A Decisive Leader** – The ideal candidate will be someone who makes decisions in a timely manner that reflects the vision values of LifeFamily. They will design clear courses of action and implement steps with measurable goals that move people from being consumers to contributors.
- **A Best Practices Expert** – The ideal candidate will naturally listen to and learn from thought leaders and ministry innovators across the ministry world. They will be a lifelong learner who seeks to know, implement, and refine best practices on an ongoing basis.

### **The Dream Team Coordinator's Responsibilities Include:**

- Constant recruitment of new Dream Team volunteers. You will have no fear of “tapping shoulders” and encouraging others to explore various opportunities to serve at LifeFamily.
- Coordinate and lead monthly meetings with Campus Dream Team Leaders to ensure vision, challenges and goals are clearly communicated and accomplished.
- Ensure that weekend teams are 100% staffed, equipped, and empowered.
- Coordinate with staff and participate in Life Track to bring awareness of Dream Team roles.
- Develop, maintain, and implement the central vision, standards, and strategy for Dream Teams including: culture, team huddles, structure, role descriptions and opportunities, recruitment strategy, and onboarding processes.
- Oversee systems for background checks, safety and security procedures, scheduling, training, and care of volunteers.
- Champion the use of the database (CCB), specifically its process workflow capability, as the primary tool for volunteer recruitment and tracking.
- Maintain Dream Team role descriptions, application requirements, questionnaires, and personality and spiritual gift assessments to discover a person's best fit.
- Conduct an initial interview prospective Dream Team members, helping them move through volunteer recruitment process - including scheduling initial “shadow serve” opportunity and subsequent follow up to give and receive feedback on fit.
- Develop, maintain, and update Dream Team materials (handbooks, t-shirts, lanyards, etc.).
- Audit background check status on an annual basis to ensure that checks are up to date and properly documented.
- Recruit and staff Dream Teams for various events that do not occur within regular ministry rhythms - concerts, community serve days, holiday events, etc.

### **Knowledge, Skills, and Abilities:**

- Ability to display visionary and strategic leadership in executing ministry responsibilities, including understanding how and when certain tasks should be delegated to others.
- Exceptional degree of discernment, judgment, critical thinking, problem-solving, and the ability to maintain the highest degree of confidentiality.
- Desire to be part of team in order to implement LifeFamily goals, strategy, and systems.
- Must demonstrate the ability to disciple others, develop and manage teams, and wisely navigate challenging issues.
- Ability to effectively handle multiple projects.
- Ability to be self-sufficient, independent, and resourceful.
- Must have authentic personal humility, coupled with confidence in calling and abilities.
- Must demonstrate excellent verbal, written, and interpersonal communication skills.
- Must be adaptable to change with short notice.
- Able to prioritize relationships without neglecting processes and systems.
- Skilled in recruiting, training, developing, and leading volunteers teams.