

**Position Title:** LifeGroup Coach  
**Department:** Office of Ministry & Missions  
**Immediate Supervisor:** Associate Chaplain, Anna Bennett  
**Status:** Student Worker  
**Date:** August 2021  
**Hours:** 8 Minimum; 12 maximum  
**Wage:** According to class standing

**Duties and Responsibilities:**

1. Administrative
  - a. Attend weekly team meetings, Tuesdays at 11 AM (1 hour)
  - b. Attend Fall Orientation & Retreat and Winter Retreat.
  - c. Assist in LifeGroup Orientation & GroupLink each semester.
  - d. Participate in all OMM events as described in the contract.
  - e. Serve as a Vespers Usher as scheduled.
2. Essential Responsibilities
  - a. Serve 2-5 volunteer LifeGroup student leaders as a mentor.
    - i. Model spiritual fitness and facilitate meaningful worship experiences during weekly mentee meetings.
    - ii. Guide mentees through the process of launching, sustaining, and cultivating a spiritually transformative experience within their LifeGroup.
    - iii. Envision with mentees to help them develop new skills for spiritual leadership.
    - iv. Equip mentees with resources to lead well, and celebrate their efforts with affirmation and gifts.
  - b. Attend a minimum of one mentee LifeGroup meeting weekly.
3. Professional Development
  - a. Attend weekly team LifeGroup Coach meetings.
  - b. Meet weekly with LifeGroup Director.
  - c. Meet weekly with another LifeGroup Coach for peer support.

**Preferred Skills:**

- Mentorship (formal & informal)
- Prior experience as a small group leader
- Interpersonal skills
- Time management skills
- Initiation, assertiveness, & responsibility
- Spiritual maturity