



Care Coordinator

Position Description

Description – Summit Community Church, a growing Christian community in the West Valley, is seeking a proven, enthusiastic leader who will serve Jesus by coordinating care to our church members and the community. This person will partner with our staff and lay leaders to develop, implement and oversee Summit's Care Ministry.

Responsibilities –

- Develop and coordinate systems for the care ministries (i.e. Hospital Visitation, Meal Ministry, Prayer Ministry, Homebound/Shut-Ins, Funeral Team)
- Recruit, develop and train ministry teams utilizing the Leadership Pipeline
- Coordinate care needs and partner with the prayer team, staff and growth group system as appropriate
- Assess member and non-member requests for financial and physical help
- Assist with walk-ins who request help from the church and train the staff and office volunteers on how to work with them
- Network with community agencies and churches to maintain a current data base of resources and referrals regarding care, health, and financial assistance
- Provides assistance with other Summit projects as needed

Qualifications –

- Displays a strong, personal relationship with Jesus Christ
- Agrees to support the core beliefs of Summit Community Church and the Lutheran Church – Missouri Synod
- Is (or is willing to become) a member of Summit Community Church
- Is active in worship, participates in growth groups, serves in ministry and tithes
- Models an enthusiastic leadership style that inspires the confidence of others, develops people, and achieves results
- Has experience in a medical, social work, or caring field
- Has administrative experience and has previously worked in a team environment

Training/Support –

- One-on-one meetings with and reporting to the Groups and Next Steps Director
- Budget allocation for continuing development & local workshops

This is a part time position, 15-20 hours/week. Salary is commensurate with education, experience and accomplishments. For further information, contact Niki Stewart, Groups and Next Steps Director, at niki@summitcc.org or Summit Community Church, 14545 W Indian School Rd, #900, Goodyear, AZ 85395, 623-535-0251. www.summitcc.org