

Coach Job Description

Role Summary:

The Leader of Leaders is responsible for developing, equipping, and supporting volunteer leaders within the ministry. This role ensures the health, growth, and multiplication of leaders by fostering spiritual formation, coaching for competency, and creating a thriving leadership culture.

Key Responsibilities:

- **Lead Huddles:** Facilitate regular huddles to develop, encourage, and equip leaders. These gatherings focus on spiritual growth, leadership skills, and team alignment.
- **Coach & Support Leaders:** Provide ongoing one-on-one coaching and guidance. Help leaders grow in confidence, spiritual maturity, and effectiveness in their roles through monthly one-on-one meetings and weekly touching base through conversation, text message, phone call or slack communication.
- **Spiritual Shepherding:** Invest in the personal and spiritual lives of leaders. Encourage spiritual rhythms, accountability, and intentional discipleship, including individual prayer and check-ins.
- **Problem Solving & Conflict Resolution:** Support leaders in navigating challenges and relational tensions. Promote unity, clarity, and healthy team culture. Keep the director informed of all major conflict
- **Recruit & Multiply Leaders:** Identify and invite potential leaders into the ministry. Advance the leadership pipeline by multiplying those who can lead others well.
- **Develop Future Leaders:** Identify team leaders with coach potential and encourage growth. Help move potential leaders into our R.A.I.S.E. process
- **Evaluate & Provide Feedback:** Regularly assess leader engagement and ministry effectiveness. Offer insights to improve leadership health and team impact. Maintain your depth chart and all process Q's.
- **Collaborate with the Director:** Meet regularly with your Ministry Director to align on vision, address challenges, and strategize for team growth.

Core Competencies:

- **Self-Leadership:** Models ongoing spiritual and personal development
- **Coaching Mindset:** Draws out potential and fosters growth in others
- **Spiritual Intelligence:** Leads with discernment, prayer, and dependence on the Holy Spirit
- **Strategic Thinking:** Helps implement simple, sustainable leadership systems

- **Relational Leadership:** Builds trust, encourages others, and handles feedback well
- **Vision Alignment:** Understands and supports the ministry's mission, values, and goals

Leadership scope

- Leads: Team Leads (primary) and other volunteer leaders assigned within the ministry structure
- Develops: Leaders who lead team members (leader-of-leaders responsibility)
- Reports To: Ministry Director
- Leadership Focus: Leader health, leader development, multiplication, and culture
- Primary Tools: Huddles, 1-on-1 coaching, feedback loops, spiritual shepherding
- Decision Authority:
 - Makes team-level leadership decisions (placements, development steps, support plans)
 - Addresses leadership issues and recommends changes to improve health and effectiveness
 - Escalates major conflict, policy issues, or structural changes to the Ministry Director

What Success Looks Like:

- Team Leaders are spiritually healthy, supported, and developing team members
- Huddles and 1-on-1s are consistent and impactful
- New leaders are regularly identified, trained, and launched
- Team leads are consistently recruiting and adding new Team Members
- Ministry Director is well-informed and aligned with team needs
- Team culture is unified, Christ-centered, and focused on mission

Work Rhythm & Environment:

- Mix of 1-on-1 coaching, group huddles, and leader development
- Flexible hours to meet with volunteers (some evenings/weekends)
- Regular touchpoints with your Ministry Director
- Ongoing commitment to personal leadership and spiritual growth