

Holistic Safety Coordinator

Colorado Springs, CO | Quarter Time (Up to 10 hrs / week)

Pay Range: \$30 - 35 / hr

For more information: Contact Pastor Nathan (nathan@springsiac.org)



SUMMARY

The Holistic Safety Coordinator supports and coordinates the church's holistic safety systems, processes, and response efforts, helping ensure environments that are physically, emotionally, and spiritually safe.

JOB DESCRIPTION

Soul Care

- Have a day of rest (no church work) one day a week
- Meet with God each day to personally worship, pray, and be in Scripture
- Meet regularly with a soul companion (mentor, confessor, spiritual director, counselor, etc)
- Invest in healthy relationships with family and friends
- Take 4 weeks of vacation with no work communication or responsibilities

Responsibilities

Alignment with IAC

- Pursue IAC's vision - Receiving and Releasing the Gospel that Heals Together - within area of ministry focus and ministry relationships
- Seek integration with IAC's values - Relational, Authentic, Restful, Generous, Deep, Sent - as outlined at springsiac.org/our-story
- Apply IAC's MAP and Church Council initiatives in your ministry responsibilities

Team & Ministry Relationships

Supervisor: Nathan Richards, Pastor of Belonging and Operations

- Meet regularly with the Supervisor for updates, strategy development, mutual encouragement and ministry support

Team Participation

- Serve as the Lead of the Holistic Safety Team
- Staff team - Join the all-staff meeting each month, and other meetings as desired or necessary for the work
- Participate regularly in Sunday worship, matching your ministry giftedness with your level of engagement

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Primary Tasks

Safeguarding Leadership & Oversight

- Lead IAC's Holistic Safety Team, including responsibilities outlined in policies for Sexual Misconduct, General Misconduct, Notice of Concern, and Minor Protection
- Lead annual policy reviews in coordination with the Diocese of the Rocky Mountains Safeguarding Policies
- Coordinate the annual Holistic Safety meeting and manage follow-up actions and documentation

Incident Response & Case Coordination

- Serve as the primary intake point for safeguarding concerns
- Coordinate response steps in alignment with IAC policy and diocesan guidance
- Ensure timely and accurate documentation of incidents and communication
- Maintain secure, confidential records in accordance with policy and legal standards
- Escalate situations involving immediate risk in accordance with mandatory reporting laws

Compliance & Risk Management

- Maintain working knowledge of mandatory reporting laws and ensure compliance with applicable requirements
- Oversee the volunteer background check process, including auditing compliance and following up on missing documentation
- Identify potential safety risks and recommend practical safeguards, especially for children, youth, and vulnerable adults

Training & Culture

- Support and coordinate safeguarding training for staff and volunteers
- Track completion of required trainings and documentation
- Contribute to a culture of physical, emotional, and spiritual safety across the church

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CORE EXPECTATIONS

Core Expectations of the Candidate: This position requires a growing relationship with Jesus, a willing commitment to the heartbeat, pathway, and values of IAC along with desire to support IAC leaders and staff. Candidates should have impeccable integrity of character and deep desire for their own learning, development, and formation.

All full-time IAC staff have set meeting schedules as well as the trust to set their working hours based on their job description and area. This role includes some responsibilities that will take place outside of normal business hours.

ABOUT IAC

Our Heartbeat, Story, Values, and Beliefs- springsiac.org/beliefs

Our Discipleship Pathway and Ministries- springsiac.org/ministries

Our Belonging Approach- springsiac.org/visiting

Our Leaders and Teams- springsiac.org/leadership

Our Anglican Expression- springsiac.org/anglicanism

Our Sermons- springsiac.org/sermons