

TITLE: Director of DreamTeam

CAMPUS TEAM

REPORTS TO: Campus Pastor

SALARY: 40 hours per week

POSITION SUMMARY

The Director of DreamTeam is responsible for directing and coordinating efforts to ensure all people at their campus have the opportunity to engage in taking next steps through the DreamTeam. This includes recruiting, developing and equipping people to lead in a variety of levels and roles within their purpose and giftings on several key teams as well as recruiting, equipping and developing new and competent leaders. Specific opportunities include Coordinators, Coaches and Team Leaders and the variety of on-boarding, training and on-going equipping, along with DreamTeam events planning and support.

POSITION RESPONSIBILITIES

- Build infrastructure as well as implement and oversee values and strategies for on-going equipping and growth of DreamTeam at campus.
- Resource and support Worship, Production, Kids, and Students departments.
- Oversee specific weekend serving teams (outside of CedarCreek Kids and Students, and Arts) including Baptism, First Impressions (includes Brew Crew, Ushers, Greeters, Parking Lot), GrowthTrack, Guest Services, Lobby Hosts, Prayer, and Safety.
- Recruit, equip, develop and train Coordinators, Coaches and Team Leads.
- Lead connections from weekend.
- Ensure all related tasks for the following DreamTeams:
 - o Baptism – Host and run baptisms at the campus, including administrative tasks associated with baptism.
 - o First Impressions (Brew Crew, Ushers, Greeters, Parking Lot, Cleaning/Sparkle) – Uphold GUEST values for an overall excellent First Impression for all guests including overall facility appearance.
 - Growth Track – Ensure all GrowthTrack events are equipped, resourced, and led with excellence and that participants receive their clear next step. Utilize resources received from Central Support to ensure that GrowthTrack participants are engaging in their next step; insure administrative follow-up.
 - o Guest Services – Maintaining Guest Services as the one stop shop where team members make a connection first and provide information on a next step.
 - o Lobby Hosts – Oversee the process of connecting with guests in the lobby.
 - o Facilities – Maintain facilities in a way that enables excellence and great guest care.
 - o Prayer – Offer on-going support and guidance of the gift of intercession including the guest experience both on the weekend and during the week.
 - o Safety – Provide weekend support to the technical and specialized needs of the Safety Team.
 - o Care – Hospital visits, financial applications and other pastoral needs of guests and the campus overall.
- Equip huddles and resource team leaders for post Step 4 on-boarding and continuing training by team.
- Direct efforts for Dream Team Launch and Celebration, Leader Gatherings and team meetings.
- Oversee accuracy of campus metrics and information tracking of next steps.
- Resource all teams with necessary scheduling, communication & leadership tools to include Planning Center, Rock database, website or any other means.

Other Duties and Responsibilities:

- Participate in DreamTeam meeting with Central Support as scheduled.
- Participate in weekly campus team meeting.
- Participate in weekly one-on-one meeting with Campus Pastor.
- Ensure all Next Steps supplies are ordered, received and available as needed.
- Ensure all campus promotional materials are current and available as needed.
- Maintain GrowthTrack and DreamTeam budgets for campus.
- Execute necessary systems to provide monthly defined measurables.
- Oversee all related tasks and activities for 21 Days of Prayer (August and January).
- Oversee the execution of campus DreamTeam events
- Follow administrative procedures and manage DreamTeam paperwork for reporting purposes.
- Clearly communicate verbally and in writing on an individual basis, in small group settings, and in large group setting. This relates specifically to communicating vision and may extend to other teaching and communication avenues.

MEASUREMENTS

The position will be evaluated by the quantifiable measurements as captured in the overall ministry dashboard that reflects DreamTeam and the specific measurables of DreamTeam as captured in the Next Steps dashboard. (For example, GrowthTrack - # completed GrowthTrack and tracking of variety of next steps out of GrowthTrack, total number serving by service, # of leaders, retention of team members, etc. and other data as deemed applicable by direct report.

Other benchmark measurements that will be tracked and are impacted by the Director of DreamTeam

- Baptisms – monthly number and experience (tubs are set-up, supplies are in place, etc.)
- Membership – total number; during renewal season, total number renew and non-renew and communication about renewal to current members

WORKWEEK SCHEDULE

The position will operate on the general schedule listed below, but is subject to change based on the addition of events or rehearsals, holiday schedules, or supervisor discretion:

- Monday- Wednesday: 9-5
- Thursday: 9-12
- Friday: Off
- Saturday: 12-7
- Sunday: 7-1

ACCOUNTABILITIES

The position will also be held accountable for the following:

- Being a tithing contributor in good standing at CedarCreek Church
- Attendance at a weekend service and in a Group or on the DreamTeam
- Modeling and championing the Mission, Vision, and Core Values of CedarCreek Church
- Honoring the CedarCreek Church Staff 10 Points of Accountability

DISCLAIMERS

The measurements and responsibilities of this role may evolve over time to meet changing organizational needs. Accordingly, the Supervisor may assign or reassign duties and responsibilities to the employee as needed. This position is classified as at-will, meaning either the employee or the organization may terminate the employment relationship at any time, with or without cause or notice.

CedarCreek Church is committed to providing reasonable accommodations for qualified individuals with disabilities in our hiring process and throughout employment, in accordance with the Americans with Disabilities Act (ADA). If you require assistance or accommodation due to a disability during the application or interview process, please contact HRCoordinator@CedarCreek.tv.