



PRAYER PARTNER LEADER JOB DESCRIPTION

BAYSIDE PURPOSE: To Reach people for Christ, Raise them to become followers of Christ and Release them into their God given purpose. We do this by Loving God, Loving Others, Enjoying Life, and Pursuing Excellence.

MINISTRY PURPOSE: To support and lift up the congregation through prayer.

POSITION STATUS: Volunteer

REQUIREMENTS

Must complete:

- MyBayside
- Growth Track & Freedom Experience
- Prayer Training
- Be a tithing member
- Must have a completed background check on file.
- Must be recommended by another leader and/or coach **and** serve as a member of the Prayer Team for a minimum of 6 months.

WORK SCHEDULE

- 3-4 hours per week.
 - Sunday's according to the week and service time you are scheduled to
*Other hours will include working from home via email and/or phone calls to prayer partners and prayer team coach/campus director/coordinator
 - Work hours may include working from home via email and/or phone calls to prayer partners and prayer team coach/campus director/coordinator.

REPORTS TO:

Prayer Partner Coach (or Campus Care Director/Coordinator)

Depending on the size of your campus, you may or may not have a Prayer Partner Coach

PRIMARY RESPONSIBILITIES

- To ensure that all services for their rotation have team coverage.
 - Use Bayside APP to send email reminders to members by the Wednesday before the upcoming scheduled rotation.
 - Report to the Care Director on the weekly service numbers for:
 - People prayed with
 - Fresh Start books are given out
 - Salvations
 - Restock Prayer boxes for your rotation.



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- To establish dependable Prayer Partner Members and Service Prayer Partner Members.
 - Prompt follow-up with new prayer team members.
- To uphold the integrity of the Bayside purpose statement.
 - To ensure the Prayer Partner members are honoring God in this role.

SECONDARY RESPONSIBILITIES

- To maintain communication between their team and the Prayer Partner Coach (if applicable):
 - To call members every 6 months, see [Standards Checklist](#).
 - Report all member changes via email to Prayer Team Coach (if applicable).
- To mentor new Prayer Partner Members:
 - Shadowing for the first 1-3 rotations.
 - Standing alongside the member for an additional 1-3 rotations, as necessary.

PERFORMANCE MEASURES

1. Ensure there is adequate coverage for your service rotation.
2. Communicates attendance for the service week assigned to the Prayer Team Coach (or Care Director/Coordinator if your campus doesn't have a coach).

PLANNING CENTER ONLINE (PCO)

Prayer Partners will need to be added to the Services module of PCO.

Note: YOU MAY NOT add somebody to Services that hasn't gone through the mandated volunteer onboarding workflow.

- Once they are approved, they can be added to PCO Services. They will receive a notification/email that they have been added to the team. This email will ask them to download the PCO Services app.
- Volunteers will receive alerts/reminders for weekend services as well as weekly updates regarding serving on the prayer team through the app.
- Volunteers are encouraged to accept the invitation for the rotation/week they are scheduled to serve.
- Volunteers are also able to block off weeks that they know they will be unavailable to serve.
- All scheduling is done in PCO. Schedule a month or more out to allow volunteers enough time to use PCO properly.
- Volunteers should use the app to accept, decline, and let the team lead know when they aren't available to serve. It's always ok to decline but please do not ignore the request. Not responding to a request means they aren't available. If they decline, please ask them to provide a reason.