

BeGroups Dept.

Believers University | Internship Job Description

Status:	Part-time
Supervisor:	Communications Director
Internship:	10 months
Work Week:	Sunday – Thursday
Hours:	20 hrs per week
Compensation:	\$10/hr
Position:	BeGroups Coordinator

Mission:

To make Jesus #1, one person at a time

Vision:

Love God, love others

Staff Values:

- We pray like it depends on God, and work like it depends on us
- We are radically blessed when we radically give
- We lead others to *make Jesus #1*, by giving Him 1st place in our own lives
- We tackle “the worst” things first, keeping us organized and productive
- We celebrate wins, giving God the glory for who He is and what He is doing
- We make every effort to live at peace with everyone
- We recognize that effective communication leads to engagement

Key Attributes:

- Mature: Has a growing and vibrant relationship with Jesus Christ
- Honest: Can be trusted to do what they say and say what they mean
- Connect: Relationally connects well with different people
- Hungry: Takes ownership of the position doing more than what's expected
- Humble: Puts others first and isn't consumed with getting the credit

Bottomline:

Direct, lead, and connect BeGroup department volunteers to create engaging small group environments that foster a sense of belonging, believing God's Word, and becoming more like Christ as they lead people to make Jesus #1.

Ministry Area Responsibilities:

- Learn Planning Center program, pull reports, update group profiles
- Assist the director in planning in implementing growth opportunities
- Build relationships with current leaders and identify care needs
- Assist in registrations, trainings, and special leader events
- Be available for on-campus groups and events
- Co-lead or lead a group