

PULSE Twin Cities: Church and Community Associate

Job Status: Temporary Full Time (Ends May 25, 2018)

Reports to: PULSE TC Church Relations Director

Department: Events

Updated: May 2017

Primary Objective(s) of Position:

- I. Engage with and mobilize the Church, ministry and community partnerships for the work of prayer, training and main evangelistic event, PULSE Twin Cities.
- II. Give leadership and oversight to specifically assigned campaign teams. (TBD - Youth, Follow up, etc)

Core Competencies:

- I. Strategic leadership with a clear vision and understanding of the PULSE Event Model.
- II. Effective communication that is adaptive to all situations and fosters internal and external relationships using a variety of formats and media.
- III. Organized, given to detail with strong self-management.
- IV. Gifted in relating across denominational lines and developing unity and engagement.

Key Responsibilities & Objectives:

Church and Community Relations:

- Work directly with the Church and Community Director to establish an effective strategy for church participation in UNITE, Movement, the PULSE Event and NEXT Process.
- Strategically collaborate and partner with churches, organizations and movements.
- Personally visit assigned churches and ministry partners to put in place an effective strategy for them to use the campaign for engagement.
- Lead a campaign team, working closely with the Chair to on board members.
- Enhance every stage of the event process through timely, analysis of procedures and systems so, with those who invited PULSE, we have the desired impact.
- Effectively communicate the event vision to varying audiences (pastors, leaders, etc.) using a variety of formats and media and invite them into partnership.
- Maintain and promote a work and life balance.

Organizational Responsibilities:

- A follower of Jesus Christ and in agreement with the PULSE Statement of Faith, mission and values.
- Be a model of Christian integrity, diligence in work and persistence in pursuing and exceeding objectives.
- Develop strong relationships and work in cooperation with other PULSE team members.
- Professional demeanor and approach and behavior consistent with the standards contained in PULSE manuals (i.e. Employee Manual, Financial Management Policy, etc.)

Other Responsibilities:

- Provide a weekly status report to the Church and Community Director by EOD Friday each week.
- Engage in personal and team development opportunities presented by PULSE Leadership.
- Follow all policies and procedures outlined the PULSE employee manual.
- Assist and perform any and all other duties as assigned.