



Buddy Base Staff

Part Time (up to 5 hours/week)

Reports to:

Buddy Base Coordinator and Children's Pastor

Supervises:

Assists Coordinator with maintaining a strong ministry and Volunteer team

Church Size:

1800-2500

POSITION SUMMARY:

Work closely with the Coordinator and parents of children with exceptional needs who would like their child to receive one on one support during weekend services, from birth through 6th grade (occasionally beyond). Assist the Coordinator with supporting parents through the registration process, prayerfully and thoughtfully match students with a buddy, and foster relationships between all involved. Be a consistent presence during weekend services to help make buddy coverage more readily available as needs arise.

PERSONAL EXPECTATIONS

- Growing relationship with Jesus.
- Godly marriage and family (if applicable).
- Contributes to the spirit of unity among the staff and congregation.
- Fully supportive of First Free Church's Mission, Vision and Values.
- Functions well as a team player.
- Able to work with and submit to authority.
- Reliable and dependable.

PERSONAL QUALIFICATIONS

Creativity: To foster a child-appropriate, fun, and engaging atmosphere within the Buddy Base ministry.

Composure: To stay calm, poised, and effective in stressful or difficult situations; adjusting quickly to changing situations.

Initiative: To recognize and assume responsibility for work that needs to be done; to persist in the completion of a task.

Judgment: To discern what is appropriate, practical, and realistic in a given situation; to weigh relative merits of competing demands.

Resourcefulness: To formulate creative alternatives or solutions to resolve problems, to show flexibility in response to unanticipated circumstances.

Interpersonal Skills: To be confident and competent in interacting and communicating with pastors, staff, volunteer team, recruits, and members of the congregation.

PRIMARY RESPONSIBILITIES

- Work in partnership with the Buddy Base Coordinator and under the oversight of the Children's Pastor to coordinate The Buddy Base during weekend services. This could include, but is not limited to:
 - Being a Buddy with students who are part of the Buddy Base ministry, for one-on-one support during the weekend services;
 - Being available during weekend services to connect and communicate with new and first-time families, as needed, and be a point of contact and support while helping to introduce them to what the Buddy Base ministry is and can do, both immediately and in the longer term;
 - Field any questions and/or concerns regarding Buddy Base team member and/or families, including new and potential families, to the Coordinator.