

# Outreach Director



**Reports to: President**

## Job Summary

The Outreach Director is responsible for creating and implementing a strategy to connect with and engage unchurched teenagers and unite area youth groups. This staff member possesses an evangelist's mindset. They use excellent organization and communication skills to build relationships with students, families, and community partners and plan life-changing events that reach teenagers.

## Essential Functions of Job

- Collaborate with GZ staff to create, plan and implement inspiring and life changing ministry to teenagers.
- Embrace Ground Zero's mission, core values, and strategy
- Honor ministry policies outlined in Ground Zero Handbook
- Raise and maintain personal ministry partnership support
- Perform other duties as requested by the President of GZ.
- Cultivate awareness about Ground Zero in the community
- Understand every staff member has a role in advancement

## Outreach

- Develop a strategy for reaching, influencing and engaging unchurched teens.
- Plan, organize and oversee weekly GZ outreach.
- Create and maintain processes to make sure every middle and high school student, who walks through the doors, is welcomed with open arms, followed up with and does not fall through the cracks.
  - Student check-in process at weekly GZ events
  - Tracking first time guests who attend weekly GZ events
  - Students who are absent from weekly GZ events
  - Every student who makes a decision to follow Christ
- Conduct follow up for all first time guests who attend weekly GZ events.
- Record event data: attendance numbers, churches represented and number of decisions.
- Comply with legal requirements by ensuring timely reporting of all applicable incidents to the appropriate authorities.
- Build and nurture relationships and partnerships with parents of GZi students and student leaders.

## Leadership Teams

Responsible for the organization and oversight of leadership teams:

- Safety
- Interaction