

# VISION & VALUES

TEAM LEADER



**VISION STATEMENT: TO EQUIP PEOPLE TO EXPERIENCE CHRIST'S FREEDOM IN THEIR EVERYDAY LIVES**

## OUR VALUES

1. WE ARE A **RELATIONALLY HEALTHY** CHURCH

MATTHEW 18:19-20

2. WE ARE **GENEROUS**

PROVERBS 11:24-25

3. OUR HEART BEATS **HOSPITALITY**

HEBREWS 20:26

4. WE ARE AN **EQUIPPING** CHURCH

EPHESIANS 4:11-13

5. WE ARE AN **EXCELLENT** CHURCH

DANIEL 6:3

# LEADERSHIP PROFILE

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## GATHERER

Leaders are magnetic and have the ability to easily engage others. They see the value of community and are able to mobilize others toward the vision & values of Freedom House. Gatherers don't just see what people can offer; they discover the potential in others and develop it.

## HIGH CAPACITY

Leaders are growth-minded. They look for ways to increase their capacity to serve others. These individuals are able to exceed goals and expectations because of their ability to duplicate themselves and empower others.

## GENEROUS

Leaders are consistently looking for opportunities to add value. They seek ways to give more than they take. Generous leaders are willing to invest their influence, resources, and time for the sake of advancing God's plan.

## FIT

Leaders are self-aware and demonstrate health spiritually, emotionally, physically, relationally, and financially. They consistently pursue growth in their relationship with God, others and themselves. Fit leaders thrive in Freedom House's culture due to their teachability and desire for excellence.

## GRIT

Leaders are tenacious; they don't give up easily. They set goals and stay committed to achieving them through hard work and maintaining focus. When faced with obstacles, these individuals find solutions, create new ideas and don't allow setbacks to define who they are or determine how far they can go.

# LEADERSHIP EXPECTATIONS

## TEAM LEADER



### TO EQUIP PEOPLE TO EXPERIENCE CHRIST'S FREEDOM IN THEIR EVERYDAY LIVES

We lead more effectively when we know what is expected of us. Clarifying expectations reduces stress, brings focus to action, and makes teams more productive. These expectations are laid out in four key areas: Relationships, roles, responsibilities, and results.

## RELATIONSHIPS

There are certain relationships we want leaders to intentionally develop and thrive in. First and foremost we expect leaders to take care of themselves spiritually, physically, and emotionally. The relational health of our leaders impacts the health of the church. We expect leaders to develop healthy relationships with Christ, their family, the church, and their world. The chart below highlights indicators of healthy, thriving relationships.

### RELATIONSHIP WITH GOD

- Growing in your relationship with God.
- Daily time in the Word and prayer.
- Sharing with others what God is speaking to you.

### RELATIONSHIP WITH FAMILY

- Serving your family and meeting their needs.
- Praying for your family and spending quality time together.
- Leading your family by example.

### RELATIONSHIP WITH CHURCH

- Actively engaging with church family, while also focusing on guests.
- Present as much as possible for weekend services, events, and Life Groups.
- Faithful tithing to Freedom House.

### RELATIONSHIP WITH WORLD

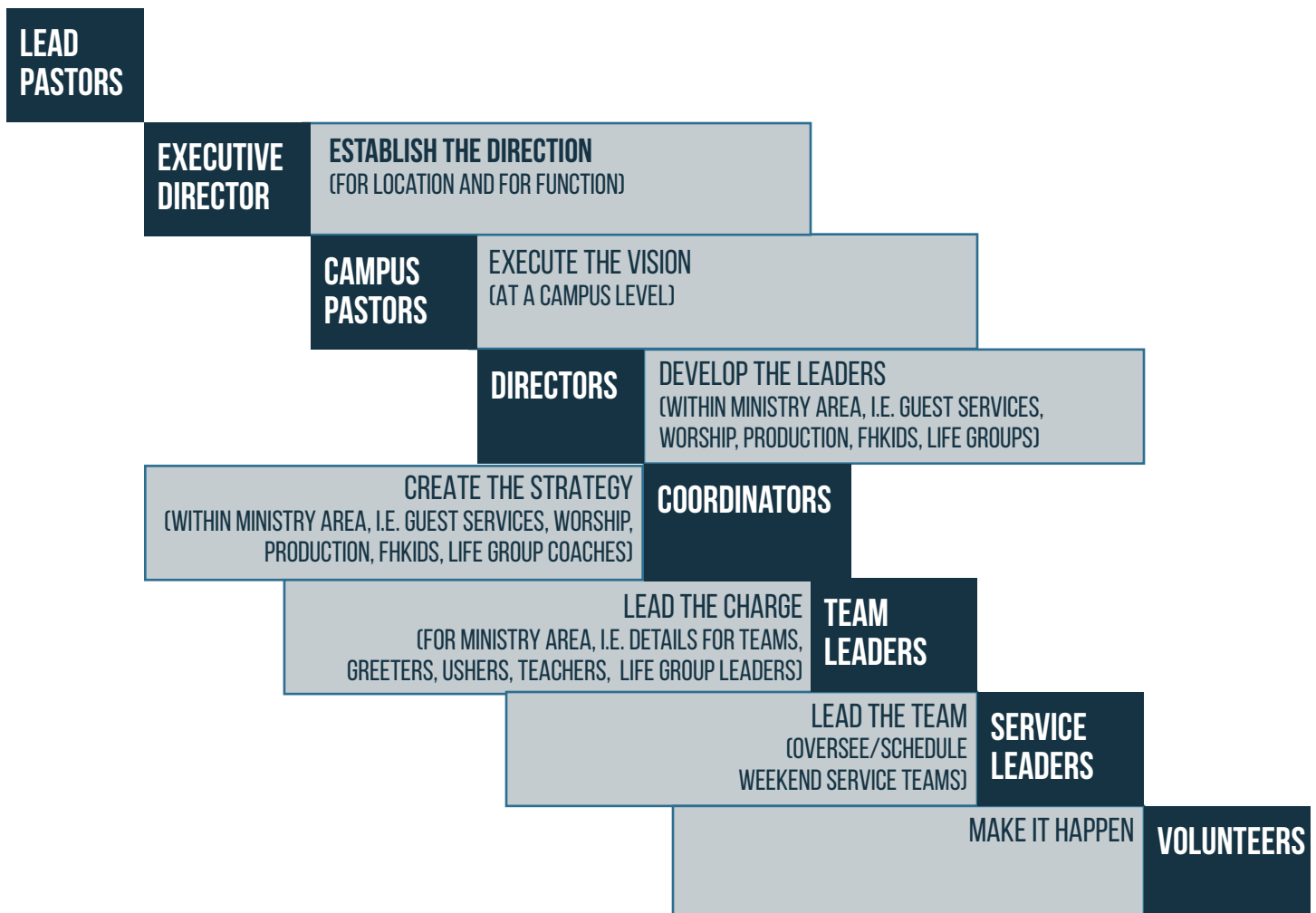
- Making a positive impact on people's lives.
- Always inviting people to church.
- Representing the church well in your circles and on social media.

# ROLES OF A TEAM LEADER

Clarity on the role of a team leader is to help individuals lead confidently. What are you empowered to do? What are you entrusted with? Who do you report to with successes and challenges? The descriptions below help leaders stay in their lane and thrive in their lane.

<b>WHO YOU REPORT TO</b>	YOUR COORDINATOR
<b>YOUR PURPOSE AS A TEAM LEADER</b>	OVERSEE THE PROCESS & DEVELOP SERVICE LEADERS
<b>YOUR MAIN FUNCTION AS A TEAM LEADER</b>	IMPLEMENT THE SYSTEMS
<b>SETTING GOALS</b>	CREATE GOALS FOR TEAM
<b>LEADERSHIP DEVELOPMENT</b>	SET EXPECTATIONS & GIVE FEEDBACK

## LEADERSHIP LAYERS



# RESPONSIBILITIES OF A TEAM LEADER

The responsibilities outlined below clarify the “what” and “when” of each role. Why? Because successful execution of the responsibilities will help create productive and healthy teams. Leaders should be fully comfortable with and committed to the expectations below. All meetings don’t have to be in person and they don’t have to be an hour; the purpose is to check in and empower.

## SUNDAYS

- Serve at least 2 services per month.
- Should leaders or team members have to miss a Sunday, the expectation is to communicate 1 month in advance.
- Leaders should also assign a replacement.



## ABSENCES

- No more than two serving rotations in a row. No more than 8 Sundays in a year.

## HOLIDAYS

- Due to the outreach opportunity at Easter and Christmas, all team members are asked to serve on these holidays.

## MAIN RESPONSIBILITIES

### DURING THE WEEK

PARTICIPATE IN MEETING (S) WITH COORDINATOR AND OTHER TEAM LEADERS (DISCUSS GAME PLAN).

COMMUNICATE THE GAME PLAN AND PROVIDE FEEDBACK TO VOLUNTEERS.

SCHEDULE VOLUNTEERS (ENSURE COVERAGE).

COMPILE REPORTING FROM VOLUNTEERS AND SUBMIT REPORTING TO COORDINATORS.

### ON THE WEEKEND

ATTEND PRE-SERVICE RALLY AND HUDDLE.

LEAD TEAM HUDDLE.

DELEGATE DETAILS AND OVERSEE GAME PLAN.

MENTOR SERVICE LEADERS.

### ONGOING DEVELOPMENT

MEET MONTHLY WITH COORDINATOR ONE ON ONE.

MEET WITH SERVICE LEADERS ONE ON ONE AT LEAST ONCE A QUARTER.

RECRUIT NEW VOLUNTEERS.

ATTEND LEADERSHIP MEETINGS.

## RESULTS

Strong relationships and measurable results are evidence of effective leadership. Our systems and strategies are designed to help people connect to community, discover purpose, and make an impact. We believe that your dedication and heart to lead people will produce fruit. To the right are some measurable goals you could strive for as evidence of productivity. Every 6 months, we will assess the goals, evaluate progress, and adjust accordingly. Each leader will develop goals specific to their team that support the following goals.

### TRAINING

95% TEAM COVERAGE ON SUNDAY

### RECRUITING LEADERS

85% TEAM MEMBER RETENTION

### GROWTH ON TEAM

10% INCREASE IN VOLUNTEERS PER YEAR

## EXECUTIVE DIRECTORS | 40+ HOURS PER WEEK

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS AN EXECUTIVE DIRECTOR**  
**YOUR MAIN FUNCTION AS AN EXECUTIVE DIRECTOR**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

SENIOR PASTORS  
ESTABLISH THE DIRECTION  
DEVELOP DIRECTORS AND STRATEGIZE SYSTEMS  
CREATE GOALS FOR THE TEAM  
SET EXPECTATIONS & GIVE FEEDBACK

## CAMPUS PASTORS | 20-40 HOURS PER WEEK

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS A CAMPUS PASTOR**  
**YOUR MAIN FUNCTION AS A CAMPUS PASTOR**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

EXECUTIVE DIRECTOR  
EXECUTE VISION AT CAMPUS LEVEL  
OVERSEE CAMPUS GROWTH AND FUNCTION  
DEVELOP DIRECTORS AND COORDINATORS  
SET EXPECTATIONS & GIVE FEEDBACK

## DIRECTORS | 40+ HOURS PER WEEK

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS A DIRECTOR**  
**YOUR MAIN FUNCTION AS A DIRECTOR**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

EXECUTIVE DIRECTOR  
LEAD THE MINISTRY  
DEVELOP LEADERS & DESIGN SYSTEMS  
CREATE GOALS FOR THE TEAM  
SET EXPECTATIONS & GIVE FEEDBACK

## COORDINATORS | 6-12 HOURS PER WEEK (VOLUNTEER)

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS A COORDINATOR**  
**YOUR MAIN FUNCTION AS A COORDINATOR**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

DIRECTOR  
STRATEGIZE YOUR AREA  
IDENTIFY AND DEVELOP NEW LEADERS  
CREATE GOALS FOR THE TEAM  
SET EXPECTATIONS & GIVE FEEDBACK

## TEAM LEADERS | 3-6 HOURS PER WEEK

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS A TEAM LEADER**  
**YOUR MAIN FUNCTION AS A TEAM LEADER**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

COORDINATOR  
OVERSEE THE PROCESS  
DEVELOP SERVICE LEADERS & SCHEDULE VOLUNTEERS  
IMPLEMENT THE SYSTEMS  
SET EXPECTATIONS & GIVE FEEDBACK

## SERVICE LEADERS | 1-3 HOURS PER WEEK

**WHO YOU REPORT TO**  
**YOUR PURPOSE AS A SERVICE LEADER**  
**YOUR MAIN FUNCTION AS A SERVICE LEADER**  
**SETTING GOALS**  
**LEADERSHIP DEVELOPMENT**

TEAM LEADER  
IMPLEMENT THE PROCESS  
DEVELOP TEAMS  
UTILIZE THE SYSTEMS  
SET EXPECTATIONS & GIVE FEEDBACK

\*ALL HOURS ARE APPROXIMATE