



Spring Creek Baptist Church

Home Visiting Lead Trainer

Job Description

Mission

Serving Christ wholeheartedly; Building community intentionally; Making disciples creatively

Vision

Spring Creek Baptist Church's ministry is founded on biblical principles as demonstrated by the life, death, and resurrection of Jesus the Christ.

We are passionate about justice and truth as we endeavor to help people understand who Jesus is, as they move forward in their life's journey. We serve in the spirit of excellence with integrity and compassion for our community, nation, and world.

We intentionally seek to partner with people who are suffering and to meet them at their point of need. We will be forever guided by the demonstration of unconditional love as we minister and serve with the utmost dignity and respect. We will not waver from this goal.

MINISTRY:	Christian Education
REPORTS TO:	Home Visit Initiative Director
STATUS:	Part-time
SCHEDULE:	Monday – Saturday (Flexible), 10-20 hours per week
EVALUATION PERIOD:	N/A
Deadline:	October 9, 2023

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.

Summary:

We are seeking a passionate and dedicated individual to join our church community as a Church Home Visiting Program Lead Trainer (HVIT). The lead trainer will play a pivotal role in training and equipping Family Partners and the Church Community to understand the essentials of the home visiting initiative and the practice of meaningful home visits. Specifically, the trainer will model conduct all training for family partners and program leadership, specifically focusing on how to foster a sense of connection, care, and support within existing and new members. This “train the trainer” model is designed to equip participants with the knowledge, skills, and ability to train new home visitors, thus creating a cohort of trained “visitors” as the program expands.

Key Areas of Responsibility

1. Design and develop comprehensive training materials, resources, and curricula for the home visiting program, ensuring alignment with the church's values and mission.
2. Create engaging and interactive training sessions that cover topics such as active listening, effective communication, empathetic outreach, and appropriate spiritual support.
3. Facilitate training sessions for potential home visiting volunteers, conveying the program's objectives, expectations, and guidelines.
4. Utilize various instructional techniques, such as workshops, role-playing, and group discussions, to enhance family partners' understanding and skills.
5. Equip participants with skills to train new home visitors.
6. Program Implementation: Collaborate with program coordinators to ensure a seamless onboarding process for new home visiting family partners.

7. Provide ongoing support and guidance to family partners as they engage in home visits, addressing concerns, offering advice, and fostering a sense of community.
8. Resource Management: Maintain a repository of training materials, resources, and best practices, ensuring that materials are up-to-date and easily accessible to volunteers.
9. Support development of comprehensive evaluation system

Minimum Qualifications

Bachelor's degree in administration, higher education, communication, human resources, social studies, or related field or four (4) years of progressively responsible, professional experience related to program management or project management.

Knowledge, Skills, and Abilities

Knowledge of:

- Christian values, doctrines, and beliefs.
- Engaging with people of diverse backgrounds.
- Training, coaching, and facilitation skills and practices.
- Leading and supporting Home Visit Initiatives.
- Volunteer management.

Skilled in:

- Microsoft Office Suite.
- Communication (verbal and written) and interpersonal skills.
- Organization processes and methods
- Managing training materials, schedules, and records effectively.
- Encouraging, supporting, and uplifting others with compassion and empathy.
- Public speaking.

Able to:

- Have patience and understanding when dealing with volunteers.
- Think critically and solve problems.
- Effectively present information and respond to questions.
- Adapt to changing environments.
- Integrate Christian values, doctrine, and beliefs into training content.

Work Environment and Physical Requirements

Work is generally performed in an office environment with frequent interruptions, irregularities in the work schedule, and occasional training.

Application Process

To apply, please fill-out online application, submit your resume, a cover letter outlining your relevant experience and approach to training for a home visiting within a church context and three (3) references. Shortlisted candidates will be invited for an interview.

Online application can be found on the church website: www.myscbc.org or click [Application](#)