



DIRECTOR OF LIFE GROUP CARE AND MEN'S MINISTRY 2026

1.0 FUNCTION

To provide leadership for the Life Group and Men's Ministry at North Hills Church by providing discipleship and spiritual care to members and Life Group leaders, and to oversee connecting members to service opportunities. The Director of Life Group Care and Men's Ministry must represent with authentic agreement the church's positions and explain both the content and the heart in his interactions with the church family and those outside the church membership in all ways required as a result of the ongoing duties of his job.

2.0 RESPONSIBILITIES

2.1 Life Group Ministry Support and Care

2.1.1 Life Group Connections and Support

- Attend weekly planning/check-in meetings with the Community Life team
- Manage all Life Group requests and direct all group member placements, providing monthly updates on outstanding requests to the Executive Pastor of Leadership
- Oversee and execute maintenance of an up-to-date Life Groups database within Planning Center: meeting locations, meeting times, group member rosters, childcare availability, etc.
- Create and distribute Sunday sermon application questions to all Life Groups weekly
- Provide Life Group leaders with necessary resources, including printed resources, access to the counseling department, one another, etc.
- Maintain awareness of the spiritual health of members for up to 30 assigned groups, and help Life Group leaders identify co-leaders within those groups
- Lead a Life Group
- Assist with the execution of EQUIP events and additional Life Group leader training events as needed
- Visit assigned Life Groups and provide support as needed

2.1.2 Life Group Leader Care

- Lead monthly prayer time for Life Group leaders
- Recruit, train, and lead the Life Group Care Team, ensuring all Life Group leaders receive regular prayer, encouragement, contact, and care

2.2 Men's Ministry Leadership

- Execute vision and planning for NHC Men's Ministry that includes fellowship, teaching, and ministry mobilization
- Organize and execute quarterly Men's Ministry leadership team meetings
- Oversee and execute quarterly Men's Breakfast
- Oversee and organize Men's Bible study, Men's Ministry service projects, Sampson meetings, etc.
- Prepare and oversee the Men's Ministry annual budget

2.3 Ministry Connection

- Oversee ministry placement process for new and existing members
- Provide discipleship for members regarding their ministry calling, burden, or gifting as needed
- Coordinate member-to-ministry "Calls to Action", inviting members to serve in various ministries and teams

3.0 ACCOUNTABILITY

The Director of Life Group Care and Men's Ministry reports to and is accountable to the Executive Pastor of Leadership and will regularly account for all activities, or as requested.