



ROCK
CHURCH & TRAINING CENTER

JOB DESCRIPTION

Position: **Sports Director, Rock Sports**
Reports to: **SEND Pastor over Rock Sports**
Position Status: **Regular Full-Time Exempt**

Department : **Rock Sports**
Effective: **July 2010**
Replaces: **All Previous**
Position Number: **RC-28-10**
Posting Date: **July 30, 2010**
1st Closing Date: **August 6, 2010**

Position Summary: The Rock Sports Director will develop relationships with current or former professional athletes, current or former collegiate athletes and collegiate coaches, utilizing their expertise to benefit the various Rock Sports Programs. The Sports Director provides assistance to the SEND Pastor through Rock Sports, including collaborating with all aspects of Athletic Programs, facilitating Youth and Adult Leagues, Youth Rock Sports Summer Camps, develops and oversees Youth & Coaches Mentoring Programs and training, ensures scheduling facility usage, and will work with Rock Children and Youth Ministries in development of the Rock Youth Program (RYP). The Rock Sports Director will oversee all adult and youth-related sports activities. The Sports Director will also be responsible for developing fundraising and planned planning strategies, to achieve organizational goals. A qualified candidate will be able to be a self-starter and a problem-solver with little supervision.

Job Responsibility and Duties:

1. Develops relationships with current or former professional athletes and professional coaches, current or former collegiate athletes and collegiate coaches, utilizing their expertise to benefit the various Rock Sports Programs for the church, community, collegiate and professional levels.
2. Represents Rock Sports during community projects and at public, social and business gatherings.
3. Plans, coordinates and implements special events such as fundraisers, youth celebrations, and other various functions.
4. Develops strong donor relations and promotes overall strategies to cultivate an environment of generous giving through perpetuation of biblically-based stewardship principles.
5. Develops and cultivates strategic relationships that facilitate fundraising opportunities.
6. Collaborates with Adult Sports Director to develop Rock Sports ministries (Sports Baby Rocks) for new church and community sports outreach programs.
7. Develops and oversees Youth Mentoring Program, determining community needs, developing coaches, volunteer recruitment and necessary training.
8. Implements and executes training for the Coaching Mentoring Program.
9. Develops and maintains relationships with church Pastors and Youth Directors throughout San Diego County to build partnerships.
10. Researches opportunities and network with local area service providers to come alongside and serve.
11. Follows Rock processes to effectively communicate to congregation the opportunities to serve.
12. In collaboration with ministry leaders, ensures development of athletic schedules of youth and adult leagues, as well as a master schedule including facility usage, custodial needs, officials, transportation, travel arrangements and lodging when needed.
13. Creates and maintains a process to regularly evaluate the Rock Sports Programs and the Youth and Coaching Mentoring.
14. Identifies and utilizes community resources to recruit and encourage volunteerism at all facilities.
15. Responsible for the overall tracking and recording of monthly salvations, Do Something Hours, transformational life changing stories and participation records.
16. Responsible for implementing follow-up procedures.

The above summary of duties represents the major tasks and duties. This is not intended to be an exhaustive list of all responsibilities. Therefore, the individual may perform other related tasks under the direction of the SEND Pastor over Rock Sports.

Job Skills and Requirements:

1. College degree in business or athletic management preferred, but not required.
2. Proven history of successful execution of large scale outreach events.
3. Strong leader and motivator of people.
4. Pleasant personality (i.e., speaking to people on the phone, visitors and staff).
5. Ability to work well under short deadlines, manage multiple priorities, recognize and respond to urgent requests, and quickly adjust to changing priorities.
6. Must be self-motivated and able to take a task or project through completion.
7. Excellent communicator: must be able to articulate clearly both in spoken and written form.
8. Demonstrated ability to react quickly and remain calm in emergency situations.
9. Strong relationally and the ability to oversee and lead.
10. Ability to recognize and maintain confidentiality as appropriate.
11. Proficient in MS Window operating system.
12. Self-motivated and flexible with strong organizational skills.
13. Ability to work independently or in a team-oriented environment.

Expectations of Staff:

1. Christ-centered behavior at all times. i.e. treating people with dignity, respect, compassion and integrity.
2. For all grievances, follow Matthew 18 and Ephesians 4:15.
3. Proactive participation in the Strategic Ministry Model.
4. Successful completion of a background check.
5. Pleasant and professional personality and appearance.
6. Regular attendee of a Rock Weekend service.
7. Regular involvement in Rock Church activities, ministries and events.
8. Attendance at all mandatory meetings (and events, as needed).
9. A tithe of 10% to the Rock.
10. Signed acknowledgement of the Rock Church Statement of Faith.
11. Adheres to policies and procedures as stated in the Rock Church employee handbook.
12. Registered and active in the Rock A.R.M.Y.

Physical Requirements

Ability to function independently and ability to speak. Physically able to lift up to 25 lbs (with or without assistance). This position also may require long periods of standing up and walking.

Employment At-Will:

All employees of the Rock Church are at-will, as such, are free to resign any time without reason. The Rock Church likewise, retains the right to terminate and employee's employment at any time with or without reason or notice.

Nothing contained in this job description or any other document provided to the employee is intended to be, nor should it be, construed as a guarantee that employment or any benefit will be continued for any period of time. Any salary figures provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons that are not intended and do not create an employment contract for any specific period of time.

No manager, supervisor or employee of the Rock Church has any authority to enter into any agreement for employment for any specified period of time or to make any agreement for employment other than at-will. Only the Head Pastor of the Rock Church has the authority to make any such agreement and then only in writing.