



# Sector Leader Job Description

## Job Description Summary:

The Sector Leader is a servant-leader, vision-caster, strategist, team-builder, trainer, coach, motivator, people inspirer, reconciler, and a community unifier in the appointed geographical area. However, he or she works with many other “members of the Body” who also “minister” to one another and the world, so a posture of humility is an important virtue for the role. The Sector Leader must be called by God, “set apart” as God’s servant in ministry for this task, validated by ADRN’s Executive Management Team.

## Duties and Responsibilities:

1. Develop a highly effective Sector Core Team, including a co-leader, that will deploy and fulfill operational objectives throughout the Sector, as a joyful, prayerful community.
2. Establish and meet goals that help fulfill Mission Critical Objectives for Network Development, and help fulfill the organization’s Strategic Initiatives.
3. Work with Church leaders to identify, appoint, engage and support Disaster Relief Coordinators (DRCs) for every Network Church within the assigned Sector.
4. Work with DRCs to equip and empower them to be effective for their role, including completing all prescribed training, attending all key meetings, building Church Core Teams, and pursuing becoming a Life-Sustaining Church™.
5. Develop, strengthen and maintain relationships with Network Church leadership.
6. Assist every Network church in becoming a Life-Sustaining Church™ within the assigned Sector, with at least 1/2 being Catastrophic Ready (Level 5) by March 31, 2024.
7. Facilitate church leader collaboration, and establish a plan with resources in place, for every major Area within the assigned Sector, to become a Life-Sustaining Sector by March 31, 2024.
8. Identify, prepare and test three (3) Points of Distribution (PODs) locations and ensure minimally one (1) FDA approved site is available during an incident for food/water preparation and distribution within the Sector by March 31, 2024.
9. Secure training venues and effective promotional plans for ADRN’s I AM Ready Basic Training & Orientation, year-round for churches throughout the Sector.
10. Coordinate with ADRN’s Volunteer Development Director and/or Training Director to schedule, host, and facilitate their own I AM Ready Basic Training & Orientation, Shepherd, CISM, and Spiritual Trainings, one time per year, helping each church advance in Life-Sustaining and I AM Ready levels.
11. Ensure every Network Church has a plan in place to Shepherd families in times of disaster, and work with churches to connect families to them throughout the year.

12. Serve as Liaison between ADRN Incident Command Staff, Sector Core Team, DRCs, Network Churches, community organizations and in the local Emergency Operation Center as needed.
13. Report monthly to the Chief Development Officer the progress of new Church growth, DRC & Core Team development, Life-Sustaining Church development growth, new volunteer growth, and current church needs and issues.

### **Organizational Expectations:**

- Handle all conflict through biblical conflict resolution
- Learn, understand and embrace ADRN culture, foundational words from the Lord, the ADRN vision and mission and the I AM Ready and Life-Sustaining Church programs.
- Seek God's face, read His word and be led by the Holy Spirit.
- Communicate clearly with peers, co-workers, and team members.
- Set the tone on reliability, attendance, high performance standards and what it means to be an "I AM Ready" Christian, emotionally, spiritually and physically to all volunteers.
- Spend minimally one planned, full day per month, away from the office, seeking God's face for direction, guidance, support and relief for role. Spend time in the word and prayer with God for spiritual instruction, growth and rest.
- Attend all of ADRN's emotional, spiritual and physical training to understand the depth of what ADRN offers churches and volunteers.
- Fulfill a minimum of 40 hours per week.
- Attend Thursday morning All Staff Prayer and All Staff Meeting at HOPE Prayer Center, as well as fulfill other staff expectations.

### **Position Requirements:**

- Excellent verbal and written communication skills.
- Excellent interpersonal (relational) skills.
- Maintains highly ethical, moral and virtuous conduct.
- Possesses and maintains a humble, teachable spirit.
- Inspires and empowers Core Team members, church volunteers and community volunteers.
- Strong discernment, insight and sensitivity to the Holy Spirit.
- Able to cast vision and create strategy to accomplish the mission.
- Able to build strong, joyful, prayerful, missional teams.
- Able to effectively teach and equip.
- Excellent problem solving and conflict resolution skills.
- Possess high energy, love and passion for God and His mission through ADRN.
- A passion for unity in the Body of Christ.
- Able to work independently (without close oversight), and a team player (collaborative)
- Proficient in Word, Excel, Google Drive (sheets, docs, etc), Web Searching, Creating Graphs, Developing Reports and Charts.

**Ethical Standards:**

ADRN has a reputation for conducting its ministry and activities with integrity and in accordance with the highest ethical and Biblical standards. All employees of ADRN must be devoted to the Lord Jesus Christ, in accordance with the Bible, and agree to ADRN's Statement of Faith. The authority for making a determination of these standards for ADRN shall be the Board of Directors working in consultation with the Executive Director, applying their interpretation of the standards set forth in the Bible.

**ADRN Mission Statement:** To glorify Christ by equipping, empowering, and mobilizing a network of churches to respond to the physical, emotional, and spiritual needs of those affected by a disaster. Luke 10: 25-37, Ephesians 4:12-16

**ADRN Vision Statement:** An active, empowered network of prepared churches, bringing hope into crisis through the transforming power of Jesus Christ to every life and community we serve. Revelation 19:5-7