



Connections Director - Frontline Church Downtown

Position: Full-time, salaried

Office Location: Frontline Downtown, 1104 N. Robinson Ave., OKC, OK 73103

Ministry Team: Downtown Operations Team

THE OPPORTUNITY

Frontline Church Downtown is seeking a passionate and dedicated Connections Director. This role offers an exciting opportunity to lead the culture of Gospel Hospitality for the church as we seek to lift up the name of Jesus in the heart of OKC.

Founded in a living room in 2005, Frontline Church has grown to 3,000 in attendance weekly and five congregations across central Oklahoma with plans to plant more churches in the coming years. The mission of Frontline Church is to multiply gospel communities that love God, love people, and push back darkness. We seek to unite our historic Christian faith through the beauty of contemporary worship and traditional liturgy, which has produced a growing, vibrant church that is changing lives and having a real impact in the city.

THE ROLE

We are looking for a visionary leader who is passionate about seeing those far from Jesus welcomed into the church and integrated into the life of the church in transformative ways. Through discipling our members and building teams, the Connections Director takes responsibility for the journey of a newcomer to becoming a covenant member in our church. The Connections Director leads our culture of gospel hospitality, considering how anyone from the homeless to the business person, can feel at home at Frontline. The Connections Director takes responsibility to ensure that someone will experience excellent communication, and hospitality for most of the events in our church. This role is pivotal as we seek to disciple our members to embody God's kindness and hospitality for the world.

QUALIFICATIONS AND CHARACTERISTICS

- Spiritually mature with high character and a deep dependence on both the Word and Spirit of God.
- Must be adept at building and overseeing volunteer teams.
- Must have a high value for hospitality.
- Must agree with Frontline Church's doctrinal statement.
- Strong leadership, organization, and collaboration skills.
- Must be able to make, nurture, and maintain spiritual friendships.



- Must be able to work on a team, lead upward, with a clear vision of development and growth.

JOB DUTIES

- Champion and cast vision for a church-wide culture of Gospel Hospitality
- Lead guest follow-up efforts, proactively welcoming and helping newcomers connect to community groups and explore serving opportunities.
- Oversee the welcome area on Sunday morning, creating a welcoming and engaging space for guests to meet our team, ask questions, and connect to various ministries of our church.
- Recruit, lead, train, and organize all connection teams, including but not limited to the welcome team, coffee team, communion set up, ushers, and Sunday volunteer breakfast team.
- Ensure excellence in hospitality for any events that are hosted at Frontline Downtown.
- Ensure excellence in hospitality for all classes - including but not limited to New Believers, Baptism, Coffee with Pastors, and membership classes.
- Manage the membership processes from beginning to end. This includes but is not limited to, membership classes, overseeing yearly membership renewal, and actively maintaining the membership database with accuracy.
- Oversee the administration of the Downtown portion of the Frontline website.
- Ensure the Frontline Happenings newsletter is updated and sent weekly.