

For the City Resident Job Description

The Austin Stone Community Church

Resident Title: For the City Resident

Reports to: For the City Program Manager

Location: Central

Employee Type: Full-Time

Classification: Shared Staff—Reliant

Residency Employment Dates: August 1, 2022 - July 31, 2024

Summary

As part of the For the City Team at The Austin Stone Community Church, the For the City Resident will be responsible for administration, communication, and executing events and special projects—all toward an understanding of discipling believers towards a heart for the oppressed, the nonprofit industry, and sustainably mobilizing volunteers toward the marginalized in our city.

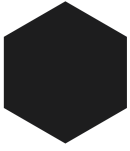
The For the City Resident will report to the For the City Program Manager.

Essential Responsibilities

- Participating in select external organizations meetings to maintain and develop relationships
- Managing databases and utilizing them for key analysis and reporting
- Provide program/event support to plan and execute special events
- Provide administrative/operational support for the benevolence ministry
- Use administration skills to assist the For the City Team as a whole
- Support special projects as assigned
- Ongoing communication and feedback with supervisor
- Attend all required events and activities for The Austin Stone, including staff meetings, prayer meetings, special events, retreats, and development days.

Team Culture

The For the City Team is marked by the three values below. For a more in depth understanding, read the document [linked here](#).



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- Spiritual culture
 - Godward growth
 - Better together

Austin Stone Culture

The current explicit values for The Austin Stone Community Church are:

- Ruled by God's Word
- Christ-Centered in Focus
- Empowered by the Holy Spirit
- Reliant on Prayer
- Committed to Covenant Community
- Gospel-Saturated in Discipleship
- Devoted to Equipping the Saints
- Relentless in Mission

As a member of our staff, the employee is expected to fully embrace these core values and seek to teach them to others as well.

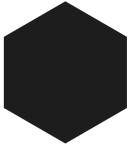
Employees of The Austin Stone are expected to become partners (our term for members) of the church, fully embracing the values, mission, and purposes. Additionally, all employees of The Austin Stone are expected to understand, affirm, and adhere to our Affirmation of Faith, bylaws, culture map, and other documents defining the beliefs, culture, and mission of The Austin Stone.

Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications, and objectives required of employees assigned to this job.

Culture and Character

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Employees must also possess the character qualifications of biblical leadership in the church. At a minimum, each employee must agree and aspire to maturity in these qualifications, invite the authority of church community and leaders as a means of growth in them, and pursue them humbly and faithfully by the power of the Holy Spirit.

Please read [Attributes of Leaders as Employees at The Austin Stone](#) for a greater description of cultural, character, and other aspects of joining our team at The Austin Stone.

The Austin Stone Community Church is an Equal Opportunity Employer including Women, Minorities, Protected Veterans, and Individuals with Disabilities.