

Acts 2:42 Parish Small Group Coordinator- Job Description

Eucharistic Revival Parish Phase- June 2023-May 2024

Purpose: To promote and organize Acts 2:42 Small Groups for the parish by sharing the vision, recruiting a Host Team, or teams, and overseeing the organization of one or more groups.

Ideal Candidate:

- Involved member of the parish community.
- Likes working with adults.
- Possesses good organizational & interpersonal skills.
- Enjoys following a timeline and accomplishing goals.
- Is passionate about helping adults grow in faith.

Coordinator Position Details

- Champion the vision and development of one or more Acts 2:42 Small Groups within the parish.
- Work with Pastor and Parish Leadership to consider number of groups and recruit Host Teams for the monthly small groups, which meet at parishioner's homes.
- Promote the idea to the parish through bulletin & verbal announcements, flyers, and other promotional ideas (Diocese will provide a Promotion Packet).
- Organize groups of 8-12 people including Host Team to begin meeting monthly in September through May 2024.

Time Commitment:

- Begins March 2023 and goes through May 2024.
- 2-3 hours during Host Team and Small Group development (Spring/Summer 2023), 1-2 hours once small groups begin meeting (Fall/Winter/Spring 2023-2024).

Support Available:

- The Diocesan Evangelization Office will provide a Promotion Plan, timeline support, participant guides, leader guides and video reflections in English and Spanish.
- Training will be provided for Coordinators in March/April and for Host Teams in April/May
- Coordinator will be in communication with Diocesan Director- Dcn. Chris Gutierrez

If you have any questions about the coordinating role, please let us know. Once you find this person and they agree to take on the role of Coordinator, please send me their name, phone number and email, as soon as possible but before March 15th.

Thank you,

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