



# CITY OF LIGHT

IGLESIA · CHURCH

## Job Description

### Connection Coordinator

**Start Date:** Fall, 2024

**Reports to:** Father Trevor McMaken, Rector

**Work Schedule:** 5-10 hours/month

**Role:** To connect the people of City of Light to our calling to be a family of neighbors, nations, and generations finding a new day in Jesus.

**Skills:** This person will possess warm and encouraging interpersonal skills, will enjoy meeting and getting to know guests and helping them find meaningful ways to connect at City of Light.

**City of Light** is an Anglican Church in Aurora, IL worshiping bilingually in English and Spanish. We were planted in 2015 out of Church of the Resurrection, Wheaton and are called to be a family of neighbors, nations, and generations finding a new day in Jesus. We are growing cultures of neighborhood presence, generational disciple-making, healing rhythms, reconciliation of nations, and the celebration of beauty. We are captivated by the vision of the multicultural church in Acts 2 that is fully sacramental, fully Scriptural, full of the Spirit, freely sacrificing, and focused on the salvation of others. To find out more, visit [cityoflightanglican.org](http://cityoflightanglican.org).

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

##### *Connection*

- Follow up with guests to help them connect to the life of our church.
- Lead our welcome & connection pathway for newcomers at City of Light, helping them connect to our quarterly welcome lunch, groups, teams, neighborhood mission
- Assist in coordinating the Foundations Course for membership/confirmation.
- Explore other ways to connect people more deeply in our church community

##### **Knowledge, Skills and Abilities**

- Bilingual (English and Spanish) preferred
- Warm interpersonal skills
- Clear communication in person, over email, and on the phone

##### **Special Considerations**

- Paid work hours include vacation and prayer days
- Excited to become a member of our church community

***To apply, please send resume and cover letter to [trevor@cityoflightanglican.org](mailto:trevor@cityoflightanglican.org).***