



COMMUNITY BRIDGES HOST

OBJECTIVE: To advance the mission and vision of Valley Church by engaging with our community and creating a hospitable environment for our Valley Community Center (VCC) guests.

COMPENSATION/STATUS: 8-15 hours/week (evenings and weekends)

ROLE: The Community Bridges Host position IS ...

- **DNA Carrier:** Completely embraces and contagiously communicates the mission, values, strategy, and impact measures of Valley Church and the VCC.
- **Ambassador:** Represents Valley Church well to guests at the VCC.

NOT: The Community Bridges Host position is NOT ...

- **Booking agent** focused on securing “new business” in the form of rentals.
- **Hands-on social worker** to individuals in our community.
- **Program facilitator** actively running daily programs.

PERSONALLY: The Community Bridges Host is ...

- **Highly Relational:** Loves, enjoys and excels at relating to individuals within the church as well as unchurched members of the community.

JOB: The Community Bridges Host is responsible for ...

- **Caring for our guests** - Warmly welcome guests, explain the purpose of the VCC (including our connection to Valley Church) and serve as a resource for information/guidelines for the facility.
- **Caring for the building** – opening and closing, light cleaning and minor maintenance, as needed.
- **Monitoring programs** - Circulate throughout the space during down time to organize, clean up and make sure the building is left the way it was found.
- **Being accessible/available to guest** - answer guests’ questions, help them out when needed/able to and assist in emergency situations; be familiar with Emergency Contact Sheet.
- **Participating in team meetings** – 1 hour monthly and assist with monthly Building Supervisor scheduling.
- **Other duties** as assigned by Associate Director.



RELATIONSHIPS of the Community Bridges Host include ...

Reports to	Associate Director of Community Bridges
-------------------	---

SUCCESS of the Community Bridges Host is defined by ...

- **Passionate alignment:** there is excitement and intentionality about the mission, values, strategy, and impact of our church.
- **Building bridges:** Vitally connects members of the church and the community to the Body of Christ; and vice versa.