



MINISTRY COVENANT

Mission: ALL Making Disciples of ALL

Strategy: Worship, Learn, Serve, Play

Core Values: Word, Discipleship, Honesty, Kindness, Service, Community

Our mission of **ALL Making Disciples of ALL** is accomplished as we worship, learn, serve, and play together. Your contribution of service on the Administrative Team is vital to the fulfillment of the mission of the church. As an **Information Technologist (IT Tech)** you will provide clerical support to the pastoral team and the Body to enable operations to run smoothly.

MINISTRY TEAM: Administrative Team

ROLE: Information Technologist (IT Tech)

GOAL: To ensure the proper functioning of the church's information technology

DIRECT REPORT: Administrative Team Coordinator

PASTORAL TEAM LEADER: Ally Beardsley

POSITION REQUIREMENTS:

- Must have completed new members classes
- Must have completed or be an active participant in Discipleship Classes, levels 1-3
- Must be faithful in attendance to church services and a small group
- Must be dependable
- Thorough knowledge of information technology (or the aptitude and willingness to learn)
- Ability to effectively troubleshoot
- Diagnostic and problem-solving skills
- Attention to details

JOB DESCRIPTIONS & RESPONSIBILITIES:

- Deploy and maintain hardware, software, services, servers, networks, and storage



- Monitor, optimize, and troubleshoot the performance of information technology
- Oversee the security and governance of applications, services, and infrastructure
 - Manage software licenses observing adherence to business process and compliance requirements
- Provide user training and technical support
- Host Small Group Zoom calls
- Work in coordination and unity with other people and teams
- Other duties as assigned

TIME REQUIREMENT:

- Approximately 20 hours per month

In the spirit of our core values, I understand my role of responsibility and commit to fulfilling this ministry covenant in service to God and to the body of Christ.

Covenant Member Signature

Print Name

Date

Coordinator Member Signature

Print Name

Date