Adoption coordinator

The primary responsibility of the Foster & Adoption Ministry Leadership team is to shape the culture at TPCC to care for vulnerable children and families. This would be accomplished by identifying opportunities for the church to engage with vulnerable children and families through prevention, intervention, and restoration, with the potential to make a generational impact on our community.

position summary

The Adoption Coordinator is responsible for initiating and maintaining relationships and creating community with potential and current adoptive families.

core responsibilities

* Humble, hungry, healthy
* Regularly attends church and is in a group
* Agrees and lives by the Values of Traders Point Christian Church
* Aligns with the strategy of the church and the ministry

roles, responsibilities, expectations

* Meet with families interested in domestic and international adoption
* Build relationships and cultivate community with potential, current, and past adoptive families
* Stay up to date on adoption guidelines, laws and current events
* Provide information about the adoption grant, and “interviews” for families who have applied for the grant, and provide other fundraising resources
* Refer families to appropriate post-adoptive services as needed
* Coordinates adoption events as needed
* One-year commitment, approximately 10 hours per month

relationships

* Serve under the general oversight of the Outreach Department, under the direction of the Foster & Adoption Ministry Director

competencies

* Highly relational
* Encouraging and motivating others
* Disciplined Execution