



Central Church Residency Program

General Resident Job Description

Time Commitment: 25-29 hrs/week total (see time breakdowns below)

Competencies and Expectations

- A growing and vibrant relationship with Jesus
- Weekly office hours with Residency Director, Department Supervisor/Ministry Coach, and Rotation Supervisor (if applicable)
- Communicate all absences or tardies in advance to appropriate supervisor
- Willingness to take initiative and be pushed outside your comfort zone
- A willingness to fail forward
- Exhibit a level a professionalism in both dress and attitude
- Support and submit to the leadership of all supervisors
- Grow in your walk with Jesus
- Multi-tasking abilities, organizational skills, and ability to effectively communicate clearly and confidently, both verbally and in writing
- Ability to work, collaborate, and contribute in team environments
- Embrace and embody Central's vision, core values and staff distinctives
- Submit to Central Church's Employee Manual
- Call Central your home church and worship regularly here

Responsibilities

- Attend all scheduled/agreed-upon meetings (staff, department, residency, etc.)
- Communicate with Residency Director and/or Specialization Supervisor/Ministry Coach any scheduling conflicts, hours, time off requests, etc. in a timely manner
- Fulfill all responsibilities in 3 core areas of Residency Program:
Specialization, Rotations, and Academic/Professional Development

Specialization (15-20 hrs/week)

- The bulk of time is spent within a specialized department. This is where you will serve, learn, and grow. Your department supervisor will be the main source of coaching within the residency program

Rotations (3-5 hrs/week; 3 mo. rotations)

- Complete pre-brief and debrief within one week of start and end of each rotation
- Regularly review each rotation checklist and be progressing through experiences and required documentation/assignments
- Communicate with Residency Director and/or applicable Rotation Supervisor any issues, concerns, or questions regarding completing rotation objectives
- Integrate learning and experiences from other study or department rotations into your rotation; your learning and engagement with each rotation should deepen and grow with each rotation as you progress through residency

Academic/Personal Development (3 hrs/week)

- Arrive at all scheduled classes and meetings on time and prepared.
- Complete all homework and assigned materials on time and with excellence.
- Engage in classes and development time with enthusiasm, honesty, humility, and respect for yourself and others.

Staff Relationships

- **Residency Director:** Responsible for overall Residency Program, cohesion, coordination, troubleshooting, development, and advocacy for residents. Also coaches and communicates with Department and Rotation Supervisors to ensure ongoing resident development. Residency Director primarily responsible (with Department Supervisor) for overseeing and granting time off.
- **Department Supervisor:** Individual resident's direct supervisor in their specialized role. Primarily responsible for assigning tasks, ministry coaching, and overseeing resident's development process within work context.
- **Rotation Supervisor(s):** Lead supervisor of resident during applicable department rotation; may delegate other team members to oversee development and/or specific checklist experiences.
- **Staff/Guests:** Other staff and guest instructors will be brought in at different times to offer training and expertise in specific areas.

Specialized Resident Job Description

Time Commitment: 15-20 hrs/week

Responsibilities

(To be completed by each Department Supervisor overseeing resident)

- X
- X
- X
- X

Staff Relationships

- Reports to Department Supervisor and other applicable/assigned staff within department.
- Department Supervisor oversees bulk of resident's hours and ensures 25-29 hrs/week are being fulfilled; Department Supervisor (along with Residency Director) primarily responsible for overseeing and granting time off

