

**The Tier 1 Point Person** is a volunteer within the local church who facilitates CarePortal activities by receiving email requests and coordinating responses.

This individual keeps their church active in the CP ministry of loving their neighbor. He or she serves as a bridge between local children and families in need (requests that come from agencies through CarePortal) and individuals and families within the church who are willing to help. This individual works with church leadership to envision how to utilize CarePortal as a discipleship tool within the church. Ultimately, the Point Person is a connector who helps facilitate the 'unlocking' of his or her congregation's capacity to live out the work of the church on behalf of the vulnerable.

**One would thrive in this role if they are detail oriented, relationally gifted, and enjoy mobilizing and shepherding others in the space of caring for at-risk children and families.**

### Key Strengths

**Character** — A committed follower of Jesus who lives out the mandates of Scripture in his or her personal life. Trusted by church leadership to serve in this role. Well respected by others.

**Calling** — Passionate about the care of the vulnerable as prescribed in Scripture. Excited to see other people in the church fulfill their calling to engage in caring for the vulnerable.

**Competency** — Proficient at using e-mail and other web platforms to invite others to help meet local needs. Good communicator and comfortable engaging with people of diverse backgrounds and experiences. Capable of coordinating the efforts of multiple people at once.

**Capacity** — Has 3-5 hrs/week as needs and opportunities arise to dedicate to this role.

### Main Activities

**Daily** (as needed) — Review CarePortal requests and share them with church responders. Commit to praying for requests in your local community. Coordinate responses to posting agency and keep communication channels open until request has been addressed.

**Weekly** (as needed) — Follow up with church responders to process, encourage, and field questions and concerns from each connection and need met.

**Monthly** — Communicate with the assigned Coordinator to update them on concerns, questions, and troubleshoot problems. Attend active community gathering led by the Coordinator and be prepared to discuss needs and provide feedback on the overall process. Share stories with your congregation to encourage more engagement.