

Appendix A: Sample Job Description for An Associational Prayer Coordinator

The associational prayer coordinator should be called of God to the ministry of prayer, understand biblical prayer, and be able to communicate it—recognizing that God makes a difference through prayer in lives, situations, and nations. This person should have the ability to work cooperatively with associational and church leadership, be committed to the total associational program, have skills in planning, organizing, and delegating with a servant leadership style; and be willing to attend an associational prayer coordinator’s training conference. The associational prayer coordinator is responsible for the following:

1. Pray and lead others to pray.
2. Work closely with the director and other associational and church leadership to develop a Great Commission prayer strategy.
3. Set and manage prayer activities, events, and prayer groups.
4. Build a prayer team ministry with IMB, LifeWay, NAMB, and WMU.
5. Create and maintain a relationship with existing churches and associational prayer coordinators.
6. Help each church elect a church prayer coordinator and help with training.
7. Participate in the associational newsletter, share prayer requests and answers to prayer, promote awareness, and communicate kingdom needs (i.e., spiritual awakening, evangelism, missions, ministry, church planting).
8. Acquire a library of associational resources for churches to use in prayer.
9. Facilitate local training conferences for prayer coordinators and churches.
10. Participate in the associational budget planning process.
11. Calendar all prayer events and training during the yearly planning process.
12. Stay current on state, national, and international prayer needs and opportunities through NAMB (1-800-554-PRAY) and IMB (1-800-395-PRAY) prayerlines.

The function of the associational prayer coordinator is to:

1. Raise awareness of the need for a comprehensive Great Commission Prayer strategy in the association and churches.
2. Help individuals reclaim or renew a personal passion for Jesus through unceasingly prayer (see 1 Thess. 5:17).
3. Help reclaim the church as a house of prayer with a passion for lost people (see Matt. 21:13; Luke 19:10).
4. Facilitate training opportunities to help them accomplish these two goals.

(Adapted from Prayer Guide for Associations and Churches, by Thomas Wright, Ph.D.)