

August 25, 2005

MINISTRY CIRCLE COORDINATORS

Leading "Grow Disciples for Christian Service" and "Take God's Word and Work into the World" ministries within our church.

The two coordinators of each Ministry Circle shall, at a predetermined time each year, work with the church Moderator and Co-Moderator to:

- Identify and contact individuals who may have the interest and capacity to lead specific groups/projects that fall under the coordinator's Circle (venue) for the coming year—either internal (Grow Disciples) or external (Outreach).
- Work with these group/project leaders to recruit individuals to work on their given tasks.
- Lead Circle meetings, which will be held as needed.
- Attend Council meetings.
- Serve as a primary communication source between groups within their Circle, as well as to other church coordinators, Pastor and Council.
- Keep a project log/summary that details important information for future reference.

ROLE OF THE CHURCH COUNCIL

Purpose: To coordinate work of the ministries, to review progress on church projects, to recommend policies and actions to be taken before the Congregation. Calls Congregational meetings. Initiates steps as prescribed in by-laws to conduct pastoral search and to hire staff.

Membership: Consists of the Church officers, the ministry circle coordinators, and a representative from each ministry. Church Moderator chairs the meeting. Co-moderator presides in the absence of the Moderator.

Meetings: Quarterly, more frequently if needed; Ministry circles will meet as needed on the months between the quarterly meetings.