

Ministry Team Overview

1. Scriptural Purpose Statement Drives Organizational Model
 - a. The purpose of FPC is (Admin)
 - i. To glorify God (Worship)
 - ii. And expand his kingdom locally and worldwide (Missions; Outreach)
 - b. How?
 - i. By being a grace oriented reformed body (Fellowship; Service; Shepherding)
 - ii. That believes the word of God is inerrant and all sufficient for every area of life (Discipleship; CE)
 - iii. And that holds fast to the WCF
2. Model
 - a. Ministry Team Concept and Scriptural Basis
 - i. Definition: performs a service for God in the lives of people
 - ii. God has given spiritual gifts to the church, and every member is to minister to build up the body (1Co 12:7; 1Pe 4:10; Eph 4:11-12)
 - b. Equipping of the ministry team model
 - i. The Discipleship Ministry Team is responsible for the ministry team model
 - ii. They are to manage all aspects of the ministry
 - c. Ministry Fair
 - i. Enables the congregation to know their spiritual gift
 - ii. Exposes the congregation to the organizational structure and gives each one the opportunity to serve
 - iii. Should be conducted twice a year and emphasized to new members (Inquirer's Class)
 - d. Reporting System
 - i. Each ministry team deacon reports to the Diaconate; each ministry team ruling elder reports to the Session. The Elder and Deacon lead the team and ask for/recruit participation from the members of the church to be on the ministry team.
 - ii. Newsletter article generated after Session meets
 - iii. Encourage team members to talk about their ministry
3. Ministry Teams
 - a. **Administration**
 - i. To facilitate the effective and efficient administration of the church office and church staff
 - ii. To oversee the financial accounting operations of the church
 - iii. To facilitate the spiritual growth of church members, prospective members, and new members through their time, talents, tithes, and offerings
 - iv. To initiate and coordinate stewardship ministry
 - b. **Discipleship**
 1. To oversee the men's ministry; the women's ministry; the youth; and the senior's ministry
 2. To initiate/coordinate the spiritual gifts ministry
 3. To over see the small group ministries
 4. To oversee the new member follow up ministry
 5. To oversee the exit ministry to inactive members (this process should be explained to all new members before they join)

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c. **Education**

1. To facilitate the spiritual growth of prospective members, new members, and existing members through the renewing of their minds.
2. To initiate/coordinate nursery ministry; all educational ministries; VBS; a community Easter children's event; library ministry; church newsletter; church web page; resource room(s); Pioneer clubs (eventually); and communicants' classes.

d. **Fellowship**

1. To facilitate fellowship with prospective members, new members and existing members through fellowship events.
2. To initiate/coordinate family night suppers, Wednesday night suppers (eventually), refreshments for all church activities, social events, anniversary/home coming event, summer church wide activities, Reformation outreach, Christmas dinner
3. To initiate/coordinate athletic programs for all ages: these are effective outreach tools for all ages
4. To initiate/coordinate telephone directories: digital pictorial directories no less than every other year

e. **Missions**

1. To recommend missions policies to the Session
2. To facilitate the involvement of the church in local, national, and world missions through

f. **Outreach**

1. To facilitate the church membership being personally involved in outreach to the local community through ministries of mercy and evangelism
2. To initiate/coordinate training of church members for outreach; radio; TV; direct mail; rapid response ministry; visitor follow up; new members inquiry class; worship greeters ministry; visitor information table/booth; church wide outreach focus events; off and on property signs

g. **Service**

1. To facilitate the care of the church buildings, the grounds and the people of God, utilizing the financial gifts, talents, and abilities of the membership and others
2. To coordinate maintenance of the buildings and grounds, weekly walk through of the buildings and grounds, work days at the church, special mercy ministry projects, maintain property on-site signs on property and buildings

h. **Shepherding**

1. To coordinate shepherding responsibilities for each ruling elder (and deacon) to be shepherds of a portion of the flock, so these mini-flocks know the sound of their shepherd's voice.
2. Visit in the homes of the assigned flock; greet the flock on Sunday; visit flock in the hospital; call flock when they have difficulty; resource flock when they have needs; pray for flock regularly; and know when flock is absent from church.

i. **Worship**

1. To formulate policy recommendation concerning the use of the sanctuary
2. To formulate a purchasing policy and coordinate flower ministry, music ministry and music library
3. To purchase and maintain robes, store and maintain music instruments and equipment
4. Manage the sound ministry; and recruit and train volunteers
5. Develop and manage use of the church for weddings and funerals
6. Recruit and oversee the tape/cd ministry to shut ins
7. Prepare elements and the table for the sacraments
8. Consider a rotating group of volunteers