

Recommended Changes to the ORGANIZATIONAL PLAN

DESCRIPTIONS OF THE SIX MINISTRIES

I. WORSHIP MINISTRIES

Co-coordinator: Lay Leader

Co-coordinator: Associate Pastor for Worship and Music

The Worship Ministries Co-coordinators, shall develop a strategy to provide meaningful corporate and personal worship experiences. In consultation with the senior pastor, the co-coordinators are responsible for planning and implementing all corporate worship experiences. The co-coordinators are mutually responsible and accountable for facilitating, implementing, and coordinating the worship ministry teams.

1. Worship Team:

- Assists the Associate Pastor for Worship and Music in planning and coordinating all corporate worship.
- Assures that adequate music resources are available for worship.
- Provides worship leaders for various church activities.
- Analyzes the effectiveness of various elements of worship.
- Consults with worship leaders regarding worship planning, format, and style.
- Evaluates the impact of worship on the spiritual and numerical growth of the church.
- Provides personal worship guides as deemed appropriate.
- Co-labors with the Outreach Team to provide decision counseling in all worship services.

Elected Positions: Worship Team Leader and Assistant Leader

2. Baptismal Team:

- Provides assistance for baptismal candidates.
- Maintains baptismal robes.

Elected Positions: Baptismal Team Leader and Assistant Leader

3. Lord's Supper Team:

- Prepares the Lord's Supper.
- Maintains the elements, trays, cups, and linens.

Elected Positions: Lord's Supper Team Leader and Assistant Leader

4. Audio/Visual Team:

- Provides for the operation of the sound and visual systems.
- Records church services as requested.
- Provides for the purchase and care of A/V equipment.
- Implements a maintenance program for upkeep of the A/V equipment.

Elected Positions: Audio/Visual Team Leader

Assistant Leaders: Off Site, The Commons, The Sanctuary

5. Worship Enhancement Team:

- Enhances visually the worship settings.
- Coordinates weekly floral arrangements.
- Assures weekly delivery of flowers to the homebound, bereaved, or hospitalized.

Elected Positions: Worship Enhancement Team Leader and Assistant Leader

6. Music Development Team:

- Provides an age-graded music education program for preschoolers through adults
- Seeks ways to utilize music in outreach and discipleship.
- Co-labors with the Children's and Student Ministries teams to effectively integrate music into their ministries.

Elected Positions: Music Development Team Leader and Assistant Leader

7. Ushers/Greeters Team:

- Co-labors with the Welcoming Team to effectively greet, care for, and orient guests to any church functions.
- Provides ushers for all regular and special services of the church.
- Welcomes and assist persons attending worship services.
- Facilitates a personal and welcoming environment for all guests and members.
- Leads out in securing medical assistance and facilitates emergency evacuation during services.
- Collects and deposit the offerings.

Elected Positions: Ushers Team Leader and Assistant Leader

8. Gathering Resource Team:

- Coordinates with other ministries to maximize the effectiveness of The Gathering.
- Nurtures the unity of the church by analyzing the effectiveness of the various elements of worship of The Gathering and determining the spiritual impact on worshipers in The Gathering and the church as a whole.
- Assists in planning and coordinating corporate worship at The Gathering protecting the seeker-sensitive nature of the worship; and balancing the nurturing of members with reaching out to guests through innovative and adaptive methods.
- Coordinates with worship leaders and The Gathering teams regarding worship planning, format and style considering current worship innovations to more effectively achieve the church's mission.
- Encourages and supports The Gathering teams in carrying out the mission of The Gathering.
- Co-labors with the Outreach Team to provide decision counseling.

Elected positions: Gathering Resource Team Leader and Assistant Leader

II. GLOCAL MINISTRIES

Co-coordinator: Lay Leader

Co-coordinator: Associate Pastor for Glocal Ministries

The Glocal Ministries Co-coordinators shall cast the vision and develop strategies for an intentional ministry of outreach to our community, state, nation, and world. The co-coordinators are mutually responsible and accountable for facilitating, coordinating, and implementing the Glocal ministries' teams.

~~4. Outreach Team:~~ 1. Evangelism Team

- Provides for an intentional ministry of outreach to those who have participated in any part of the church's ministry.
- Provides for an intentional ministry of outreach to prospects who have never been involved in the church.
- Provides decision counseling for those responding to the invitation in worship services and other evangelistic events.
- Promotes the sharing of our faith as an integral part of Christian life, and provides training in personal evangelism.

Elected Positions: ~~Outreach~~ **Evangelism Team Leader and Assistant Leader**

2. Welcoming Team:

- Facilitates a warm and welcoming environment that reflects the love of Christ and invites persons to consider a personal relationship with Him.
- Co-labors with the Ushers/Greeters Team and other teams to effectively greet and orient guests to church functions.

Elected Positions: Welcoming Team Leader and Assistant Leader

~~3. Encourager Team:~~

- ~~Maintains records of visitors to BABC~~
- ~~Provides appropriate follow-up and tracking of visitors~~

~~Elected Positions: Encouragers Team Leader and Assistant Leader~~

3. Recreational Team:

- Develops and implements a strategy for using recreation/sports and the church recreational facilities to reach the community for Christ..
- Assists other ministries in providing recreational activities as requested.
- Coordinates the use of recreational facilities..
- Assures that the church recreational facilities are a place of Christian witness.

Elected Positions: Recreation Team Leader and Assistant Leader

4. Domestic Missions Team:

- Develops a strategy for domestic mission efforts.
- Leads in providing direct involvement opportunities for church members in local, state, and national missions.
- Co-labors with the WMU in domestic missions education.
- Partners with the WMU to recommend to the church the annual domestic special offering goal(s).
- Coordinates with Glocal co-coordinators and International Missions Team in recommending the Missions Partners budget and the missions giving plans.

Elected Positions: Domestic Missions Team Leader and Assistant Leader

5. Internationals Team:

- Develops a strategy of ministry to internationals.
- Establishes and directs ministries among the Richmond area international community.
- Coordinates the enlistment and training of ministry workers to and with internationals.

Elected Positions: Internationals Team Leader and Assistant Leader

6. Multi-housing Team:

- Develops a strategy for multi-housing ministries
- Establishes and directs ministries in multi-housing areas.
- Coordinates the enlistment and training of multi-housing ministry volunteers.

Elected Positions: Multi-housing Team Leader and Assistant Leader

7. Prison Ministries Team:

- Develops a strategy for prison ministries.
- Establishes and directs ministries in prisons.
- Coordinates the enlistment and training of prison ministry volunteers.

Elected Positions: Prison Ministries Team Leader and Assistant Leader

8. International Missions Team:

- Develops a strategy for international mission efforts.
- Leads in providing direct involvement opportunities for church members in international missions.
- Co-labors with WMU in international missions education.
- Partners with the WMU to recommend to the church the annual international special offering goal.
- Coordinates with Glocal co-coordinators and Domestic Missions Team in recommending the Missions Partners budget and mission giving plans.
- Directs the church's focus on the unreached peoples of the world.

Elected Positions: International Missions Team Leader and Assistant Leader

9. Community Needs Team:

- Assists in meeting material and financial needs of the members of the community.
- Assures that needs are met in a way that would glorify Christ and his church.
- Properly links with community care ministries to bring the non-churched into the fellowship of believers

Elected Positions: Community Needs Team Leader and Assistant Leader

III. DISCIPLESHIP MINISTRIES

Co-coordinator: Lay Leader

Co-coordinator: Associate Pastor for Discipleship Ministries

The Discipleship Ministries Co-coordinators shall cast the vision and implement strategies for developing believers into committed followers of Jesus Christ. The co-coordinators are mutually responsible and accountable for facilitating and coordinating the discipleship ministry teams.

1. Bible Study Team:

- Directs and coordinates the age-group divisions to provide quality Bible study and fellowship opportunities on Sunday mornings and at other times as needed.
- Coordinates with Global Ministries co-coordinators' efforts to organize classes to effectively reach their target groups.
- Coordinates with Care Ministries co-coordinators' efforts to organize classes to effectively care for their members.

Elected Positions: Bible Study Team Leader; Assistant Leader(s)

2. Mentoring Team:

- Identifies, trains, and nurtures mentors to assist Christians in their spiritual development in becoming committed disciples of Jesus Christ.
- Coordinates and promotes opportunities for individuals to participate in mentoring relationships.

Elected positions: Mentoring Team Leader and Assistant Leader

3. Small Group Team:

- Identifies, trains, and nurtures small group leaders to assist persons at all stages of spiritual development in taking the next step in their spiritual growth process.
- Coordinates the requests and placements of persons in the appropriate small groups.
- Develops and implements a strategy of continuing evaluation.

Elected positions: Small Group Team Leader and Assistant Leader

4. New Member Team:

- ~~Advises and counsels new members concerning discipleship development options (e.g., small groups, one-to-one mentoring, Sunday morning adult Bible fellowships).~~
- ~~Coordinates the scheduling and secures the leadership for the "Joy of Belonging" (membership) class.~~
- ~~Provides orientation to new and prospective church members.~~
- ~~Plans and provides opportunities for new members to be recognized and welcomed into the church family.~~

~~Elected positions: New Member Team Leader and Assistant Leader~~

4. Library Team:

- Provides for the procurement, care, custody, and lending of books and other library materials.
- Promotes the use of library resources in the ministries of the church.

Elected positions: Library Team Leader and Assistant Leader

5. Stewardship Education Team:

- Develops a comprehensive plan for stewardship education to include time, talents, spiritual gifts as well as financial resources.
- Plans educational and promotional events to instruct members in biblical principles of stewardship.
- Assists the Stewardship Team with planning and developing of promotional materials and events for the annual budget campaign and special promotions for capital funds.

Elected positions: Stewardship Education Team Leader and Assistant Leader.

6. Children's Ministries Team:

- Provides for an appropriate discipleship ministry for children, birth through 5th grade.
- Co-labors with the Bible Study Team to direct an appropriate Bible study ministry to children.
- Co-labors with Glocal co-coordinators to provide for an intentional outreach ministry to children.
- Co-labors with WMU to involve children in mission activities, mission education, and other ministry opportunities.
- Co-labors with the Music Development Team to involve children in music education and participation.
- Provides for weekday ministries to children and their parents.
- Provides a clear link between ministry to children and the church.
- Endeavors to lead all persons to a commitment to Christ and church membership.

Elected positions: Children's Ministry Team Leader and Assistant Team Leader

7. Student Ministries Team:

- Provides for an appropriate discipleship ministry for students, 6th through 12th grade.
- Co-labors with the Bible Study Team to direct an appropriate Bible study ministry to students.
- Co-labors with the Global co-coordinators to provide for an intentional outreach ministry to students.
- Co-labors with WMU and Men's Ministry Team to involve students in mission activities, mission education, and other ministry opportunities.
- Co-labors with the Music Development Team, to effectively integrate student ministries and music.
- Endeavors to lead all persons to a commitment to Christ and church membership.

Elected positions: Student Ministries Team Leader and Assistant Team Leader

~~9. Married Adults Ministries Team:~~

- ~~• Provides for an appropriate discipleship ministry for married adults.~~
- ~~• Co-labors with the Bible Study Team to direct an appropriate Bible study ministry to married adults.~~
- ~~• Co-labors with the Global co-coordinators to provide for an intentional outreach ministry to married adults.~~
- ~~• Co-labors with WMU and Men's Ministry Team to involve married adults in mission activities, mission education, and other ministry opportunities.~~
- ~~• Co-labors with the Music Development Team, to effectively integrate married adults ministries and music.~~
- ~~• Endeavors to lead all persons to a commitment to Christ and church membership.~~

~~Elected positions: Married Adults Ministries Team Leader and Assistant Team Leader~~

8. Women's Ministry Team:

- Provides leadership for specialized ministries designed uniquely for women.
- Endeavors to lead all persons to a commitment to Christ.

Elected positions: Women's Ministry Team Leader and Assistant Leaders.

9. Men's Ministry Team:

- Provides leadership for specialized ministries designed uniquely for men.
- Endeavors to lead all persons to a commitment to Christ.

Elected positions: Men's Ministry Team Leader and Assistant Leaders.

10. Special Needs Team:

- Provides for an appropriate discipleship ministry for special needs individuals.
- Co-labors with the Bible Study Team to direct an appropriate Bible study ministry for special needs individuals.

- Co-labors with the Glocal co-coordinators to provide for an intentional outreach ministry to special needs individuals.
- Endeavors to involve special needs individuals in mission activities, mission education, and other ministry opportunities.
- Provides for special education activities and integration into the church's fellowship and ministries.
- Provides personal assistance, encouragement, and resources to handicapped persons.
- Endeavors to lead all persons to a commitment to Christ and church membership.

Elected Positions: Special Needs Team Leader and Assistant Leader.

11. Enrichment Team:

- Sponsors discipleship activities such as, seminars and support groups.
- Coordinates seminars and support groups with age group ministry teams (children, adults, singles, senior adults, special needs).
- Provides discipleship activities for the community and the non-churched.

Elected Positions: Enrichment Team Leader and Assistant Leader

12. Single Adult Ministries Team:

- Provides for an appropriate discipleship ministry for singles.
- Co-labors with the Bible Study Team to direct an appropriate Bible study ministry for singles.
- Co-labors with the Glocal co-coordinators to provide for an intentional outreach ministry to singles.
- Endeavors to involve singles in mission activities, mission education, and other ministry opportunities.
- Endeavors to lead all persons to a commitment to Christ.

Elected positions: Singles Ministries Team Leader and Assistant Team Leader.

13. Prayer Ministry Team:

- Coordinates the prayer ministries of the church.
- Provides for a prayer ministry focused on the needs of the church family.
- Provides for education and training in prayer and prayer intercession, coordinating with discipleship ministries.
- Provides for a prayer ministry focused on the needs of the local, state, and national community and government.
- Provides for a prayer ministry focused on world missions, including unreached people groups.

Elected Positions: Prayer Ministries Team Leader and Assistant Leader

IV. CARE MINISTRIES

Co-coordinator: Lay Leader

Co-coordinator: Associate Pastor

The Care Ministries Co-coordinators shall cast the vision and implement strategies for meeting care and fellowship needs of our church members and the community. The co-coordinators are mutually responsible and accountable for facilitating and coordinating the ministries of the care teams.

~~1. Care Coordination Team:~~

- ~~• Enlists and trains care group leaders for all ministry areas (i.e., Sunday Bible study classes, small groups, those who are church members but not members of a Sunday Bible study class, etc.).~~
- ~~• Co-labors with deacons to provide care.~~

~~Elected Positions: Care Coordination Team Leader and Assistant Leader~~

1. Counseling Team:

- Coordinates professional counseling services for individuals and families.
- Assures that counseling comes from a Christian perspective.

Elected Positions: Counseling Team Leader and Assistant Leader

2. Parish Nurse Team:

- Develops and implements a strategy for the church to make a tangible statement regarding the interplay of the physical, emotional and spiritual aspects of individuals, and its caring for all aspects of members.
- Obtains, trains and organizes volunteers to make calls on the sick and report back to the Parish Nurse.
- Provides health education for members by obtaining qualified teachers from medicine, public health, social work, nutrition, psychology, ethics, social justice and theology.
- Makes referrals to appropriate care givers whenever the need exceeds the expertise of the Parish Nurse.
- Develops close working relationships with community health organizations.
- Provides the opportunity for patients to speak out about the deeper things in life that have an impact on health, and to realize the close relationship between faith and health.

Elected positions: Parish Nurse Team Leader and Assistant Leader.

3. Member Needs Team:

- Assists in meeting material and financial needs of church members.
- Assists in the search for employment or public assistance when appropriate.

Elected Positions: Member Needs Team Leader and Assistant Leader

~~1. Community Needs Team:~~

- ~~• Assists in meeting material and financial needs of the members of the community.~~
- ~~• Assures that needs are met in a way that would glorify Christ and his church.~~
- ~~• Properly links with community care ministries to bring the non-churched into the fellowship of believers~~

~~Elected Positions: Community Needs Team Leader and Assistant Leader~~

4. Weddings Team:

- Assures that the prescribed premarital counseling is completed.
- Assists in the coordination of weddings and receptions as requested.
- Enlists and trains wedding directors.
- Assures that church approved policies are followed

Elected Positions: Weddings Team Leader and Assistant Leader

5. Bereavement Team:

- Assists in the coordination of funerals and memorial services
- Coordinates on-site meals for bereaved families as requested.
- Assures that participants understand and follow church approved policies.

Elected Positions: Bereavement Team Leader and Assistant Leader

6. Fellowship Team:

- Develops and implements a strategy for fostering fellowship among believers that builds the Body of Christ.
- Directs and coordinates church-wide fellowship activities.
- Advises and assists other ministry teams in their fellowship activities.

Elected Positions: Koinonia Team Leader and Assistant Leader.

~~8. NorthStar Ministry Team:~~

- ~~• Develops and implements a strategy for addressing the needs of persons needing recovery from painful life experiences and/or destructive habits.~~
- ~~• Assures that life needs are met in a way that would glorify Christ and his church.~~

~~Elected Positions: Celebrate Recovery Ministry Team Leader and Assistant Leader.~~

9. ~~Compassion, Comfort and Understanding Team (CCU):~~

- ~~• Provides Christ-like comfort and care to persons with time-limited needs, such as those who are terminally ill, who are recovering from a particularly painful loss, etc.~~
- ~~• Endeavors to match persons in need with those within the Compassion, Comfort and Understanding ministry who have passed through similar difficulties and experienced similar hurts.~~
- ~~• Co-labors with the Deacons, Parish Nurse Team and other Care Ministry Teams to provide comfort and critical care.~~
- ~~• Facilitates the leadership training for the "Care" ministers, in cooperation with the Deacons and Parish Nurse Team.~~

~~Elected Positions: Compassion, Comfort and Understanding Team Leader and Assistant Leader.~~

7. Senior Adult Ministries Team:

- Provides for an appropriate discipleship ministry for senior adults.
- Co-labors with the Bible Study Team to direct an appropriate Bible study ministry for senior adults.
- Co-labors with the Global co-coordinators to provide for an intentional outreach ministry to senior adults.
- Endeavors to involve senior adults in mission activities, mission education, and other ministry opportunities
- Endeavors to lead all persons to a commitment to Christ.

Elected positions: Senior Adult Team Leader and Assistant Leader

8. Helping Hands Ministry Team

- Co-labors with the Member Needs Team and Deacons to identify the minor repairs required by the needy and incapable church members only, and to accomplish such repairs.
- Assists the needy and incapable church members with minor repairs to their property regarding safety and/or those required for normal use, including being present, if requested, when repairs are done by a contractor.
- Develops the necessary training for team members, including, but not limited to, the manner in which the team operates, the type and extent of repairs to be undertaken.
- Develops written guidelines to assist the team members in accomplishing the appropriate repairs.
- Enlists team members who have knowledge of and manual skills to accomplish minor repairs to electrical, mechanical and structural systems usually found in the home, and have a caring attitude regarding the needs of others.
- Assures that the team's mission and availability are adequately publicized.

Elected positions: Helping Hands Team Leader and Assistant Leader

10. Stephen Ministries

- Provides Christ-like comfort and care to persons with time-limited needs

Elected positions: Stephen Ministries Team Leader and Assistant Leader

11. Hearts for the Homebound

- Visit, correspond pray for the shut-ins of our church

Elected positions: Hearts for the Homebound Team Leader and Assistant Leader

V. MEMBER MOBILIZATION MINISTRIES

Co-coordinator: Lay Leader

Co-coordinator: Associate Pastor for Member Mobilization

The Member Mobilization Ministries co-coordinators shall cast the vision and implement strategies for helping believers identify and utilize their spiritual gifts and talents. The co-coordinators are mutually responsible and accountable for facilitating and coordinating the ministries of the service teams.

~~1. Prayer Ministry Team:~~

- ~~• Coordinates the prayer ministries of the church.~~
- ~~• Provides for a prayer ministry focused on the needs of the church family.~~
- ~~• Provides for education and training in prayer and prayer intercession, coordinating with discipleship ministries.~~
- ~~• Provides for a prayer ministry focused on the needs of the local, state, and national community and government.~~
- ~~• Provides for a prayer ministry focused on world missions, including unreached people groups.~~

~~Elected Positions: Prayer Ministries Team Leader and Assistant Leader~~

1. Member Mobilization Team:

- Seeks potential leaders and encourages them to become involved in ministry mentoring opportunities and leadership training.
- Assist Ministry Co-coordinators and team leaders in seeking God-call persons to fulfill ministry roles.
- In consultation with the Ministry Coordination Council, nominates the church officers as outlined in the church Bylaws.
- In consultation with the Administrative co-coordinators, nominates to the church the members of the Endowment, Personnel, and Stewardship teams.
- Assures that ministry needs are adequately publicized.
- Enlists and recommends to the church other persons for additional ministry opportunities as needs are identified.

Elected Positions: Member Mobilization Team Leader and Assistant Leader

2. Leadership Development Team:

- Develops a strategy and implements training for service and leadership based on spiritual gifts, passion, and personal style.
- In partnership with the Ministry Coordination Council, develops, evaluates, and implements an on-going leadership training process to equip persons for ministry.
- Schedules, directs, and monitors participation in the Ministry Orientation and Training Workshops for all leaders.
- When requested, co-labors with other ministry teams to train their leaders.

Elected positions: Leadership Development Team Leader and Assistant Leader

3. New Member Team:

- Advises and counsels new members concerning discipleship development options (e.g., small groups, one-to-one mentoring, Sunday morning adult Bible fellowships).
- Coordinates the scheduling and secures the leadership for the "Joy of Belonging" (membership) class.
- Provides orientation to new and prospective church members.
- Plans and provides opportunities for new members to be recognized and welcomed into the church family.

Elected positions: New Member Team Leader and Assistant Leader

VI. ADMINISTRATIVE MINISTRIES

Ministry Co-coordinator: Lay Leader

Ministry Co-coordinator: Church Administrator

The Administrative Ministries co-coordinators shall cast the vision for developing efficient and effective systems for management and governance of the church's resources. The co-coordinators are mutually responsible and accountable for facilitating and coordinating the administrative ministries teams.

1. Stewardship Team:

- In consultation with the pastor and the Ministry Coordination Council, prepares and submits to the church an annual budget based on the church's objectives, goals, and the giving ability of the church members.
- Plans and implements the annual budget campaign and other fund campaigns including capital requirements.
- Assures that there is effective budget administration and financial management.
- Evaluates and recommends comprehensive insurance coverage to include liability, fire, and bonding.

Elected Positions: Stewardship Team Leader and Assistant Leader, plus no less than 7 and no more than 10 other members, all elected by the church to three-year terms, one-third of whom rotate off each year. A person who serves two consecutive terms may not serve again until after a break in service of not less than one year. The Treasurer and Financial Secretary serve as non-voting ex-officio members.

2. Endowment Fund Team:

- Manages investments received by the church and placed in the endowment funds.
- Provides annual reports to the church.
- Promotes giving to the endowment fund.

Elected Positions: Endowment Team Leader and Assistant Leader, plus 1 to 7 other members, all elected by the church to three-year terms, one-third of whom rotate off each year. A person who serves two consecutive terms may not serve again until after a break in service of not less than one year.

3. Tellers Team:

- Records all monies received in the church offerings.
- Deposits all monies in the bank.

Elected Positions: Tellers Team Leader and Assistant Leader

4. Auditing Team:

- ~~Performs an annual audit of the financial ministry of the church.~~ Contract with a local independent CPA firm to perform the annual review or audit of the church's finances.
- Provides a written audit report to the Stewardship Team prior to its being presented to the church in the June quarterly business meeting.
- Assures that an independent audit of the treasurer's records is conducted within 30 days of the treasurer's position being vacated.
- Presents the annual audit report to the church no later than the June business meeting.

Elected Positions: Auditing Team Leader and Assistant Group Leader
(NOTE: Neither treasurer nor teller shall serve on the Auditing Team.)

5. Facilities Utilization Team:

- Evaluates and, if needed, recommends modifications of existing facilities.
- Coordinates interior decorating and furnishings.
- Assures that utilization and modifications of space are consistent with ministry objectives and building codes.

Elected positions: Facilities Utilization Team Leader and Assistant Leader

6. Properties and Grounds Team:

- Assures that all church buildings, equipment, and grounds are *well* maintained.
- Assures a comprehensive landscaping and grounds plan is prepared and implemented annually.
- Assures that buildings and grounds policies are observed.

Elected Positions: Properties and Grounds Team Leader and Assistant Leader

~~7. Office Management Team:~~

- ~~• Evaluates effectiveness of the telecommunication equipment and recommends replacement and/or purchase of technology (i.e., software, computers, telephones, copiers, and other office equipment) to the Stewardship Team.~~
- ~~• Provides leadership for the development and updating of the church's web site.~~

~~Elected Positions: Office Management Team Leader and Assistant Leader~~

~~8. Vehicles Team:~~

- ~~• Supervises the use and maintenance of church vehicles.~~
- ~~• Assures that the vehicles are used according to church policies.~~
- ~~• Enlists drivers and assures the proper training and licensure of all drivers of church vehicles.~~

~~Elected Positions: Vehicles Team Leader and Assistant Leader~~

~~7. Personnel Team:~~

- ~~• Administers personnel policies and procedures adopted by the church.~~
- ~~• Recommends church staff needs, job descriptions, employment, salaries, benefits, and personnel employment services unless otherwise stated in the church's governing documents.~~
- ~~• Evaluates and recommends employee benefits and salary scales to the church after consultation with Stewardship Team.~~

~~Elected Positions: Personnel Team Leader and Assistant Leader, plus no less than 7 and no more than 10 other members, all elected by the church to three-year terms, one-third of whom rotate off each year. A person who serves two consecutive terms may not serve again until after a break in service of not less than one year.~~

~~10. Governing Documents Team:~~

- ~~• Assists in preparing in proper form all proposed amendments to the Constitution, Bylaws, policies, and Philosophy of Ministry.~~
- ~~• Maintains and publishes the current governing documents of the church.~~
- ~~• Assures that all the governing documents are consistent and not in conflict.~~
- ~~• Assures that the necessary requirements to effect an amendment or policy are met.~~

~~Elected Positions: Governing Documents Team Leader and Assistant Leader~~

8. Food Service Team:

- Directs and coordinates the use of food services in the church's facilities.
 - Coordinates the Wednesday fellowship suppers.
 - Organizes food services at special events as requested.
 - Directs and coordinates church-wide receptions and banquets.
 - Assures that community events in the church's facilities take place in a Christian atmosphere.
 - Assures proper use of the Commons kitchen and all satellite kitchens.
 - ~~In consultation with Personnel and Stewardship teams, develops and recommends all food service contracts.~~
 - Assures compliance with all applicable local and state health codes.
- Elected Positions: Food Services Team Leader and Assistant Leader

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