

Job Description for: Leadership Team

(Section 4.3 of the church constitution)

Overview

The Leadership Team (LT) because of its position within the church has a considerable amount of influence on the members and life of the church. While there may be many within the church who have stronger personalities, greater gifts, and more Christian devotion, the members of this team have a greater position of power and therefore the progress of the church is greatly affected by them.

Corporate Leadership

The LT is a group of people with whom the pastor needs to build a unified team. The pastor and LT need to work closely together as colleagues with mutual trust and respect for one another. The pastor will heavily depend on this team and the team should in turn work and cooperate closely with the pastor.

For this to work successfully, the following should be aimed for:

- Regular meetings and prayer together.
- Frankness: being able to say what needs to be said and not being afraid to disagree, agreeably.
- Sharing each other's problems, and pleasures.
- Keeping communication open.
- Agreeing to uphold a team decision even when it is not your own personal preference.
- Ensuring no one person is overburdened and where possible tasks are delegated to appropriate church members.
- That each member has the time and family support required for necessary training and friendship building.
- A willingness of potential new members to be interviewed by the current LT to discuss their nomination and suitability for service in this role.

General Job description for a Leadership Team member

Responsible to: the Leadership Team [LT] and ultimately the Church Meeting.

Requirements: must be a church member and as soon as practicable

- have a current Working with Children Check
- a national police name check (dated within 3 years from the end of their elected term)
- have completed a Safe Ministry Check
- have attended the BUV's Safe Church Awareness training or a refresher within 3 years of the end of their elected term.

Called to: work with the pastor[s] of the church in the Spiritual, directional and administrative oversight of the church.

Particular responsibilities:

1) Care of fellowship

- Attend LT meetings regularly, including the Church prayer meetings and other LT meetings and retreats as appropriate.
- To show dedication and care for others by being on time for things including meetings and church services.
- Being prepared to visit prospective new church members.
- To be an active member in the life and witness of the church by attending church services and functions on a regular basis.
- To introduce yourself to people, to be proactive in acting as a link for people to ensure that they are befriended.
- To ensure that you are walking closely with the Lord so that you are able to encourage others spiritually.
- To be responsible for the pastoral care of your assigned Ministry Coordinator[s].

2) Care of pastor[s]

- To work as part of a team and help people get along well together.
- To minister to and encourage each other and especially the pastor[s] and their family[s] recognizing each other as human beings who need friends and people who care and pray for them.
- To be active in the care of the pastor[s] by ensuring days off are taken and respected also time for personal development are encouraged by the pastor[s] personal development plan.

3) Helping shape vision and direction

- To set a personal example to others in the area of service by attendance at working bees, functions and practical support within the church by being willing to roll up your sleeves and get involved.
- To maintain confidentiality at all times relating to issues and people by keeping private matters private.
- To support the church financially from your personal income and in prayer thereby setting an example for others in the church.
- To Support and be positive about the church reaching out to our community.
- To openly discuss issues in a constructive manner and be able to disagree, agreeably and make tough decisions when needed.
- To abide by the principles of church discipline as outlined by Jesus in Matthew 18: 15-19.
- To maintain the standards required for church leaders as outlined in 1 Timothy 3:1-13 and Titus 1: 5-9.

4) Leadership in structural implementation

- To be willing to be held accountable within the LT and encourage unity by supporting a team decision even when it may not represent your own first choice.
- Fulfil tasks as assigned by the LT and actively participate in the decision making process of the church.
- To be personally committed to learning new things.

As part of your role as a LT member you need to recognize the truth Jesus taught and practiced about leadership:

⁴² Jesus called them together and said, “You know that those who are regarded as rulers of the Gentiles lord it over them, and their high officials exercise authority over them. ⁴³Not so with you. Instead, whoever wants to become great among you must be your servant, ⁴⁴and whoever wants to be first must be slave of all. ⁴⁵ For even the Son of Man did not come to be served, but to serve, and to give his life as a ransom for many.” Mark 10:43-45

Date

Signatures

Leadership team member Name (print)

Signature

Senior pastor Name (print)

Signature