

POSITION: **DISCIPLESHIP BOARD DIRECTOR**

SPECIAL QUALIFICATIONS & RESTRICTIONS OF POSITION:

Should be spiritually committed to Christ and His Church. This commitment should be exhibited by a disciplined and well-ordered personal life.

Should be faithful in attendance of worship services and Sunday school and partake regularly in the Sacrament of Holy Communion.

Should support and actively participate in programs and activities of the church.

VOTING STATUS ON COUNCIL: Voting Member

STANDING COMMITTEE RESONSIBILITIES:

Shall serve as Chairman of the Discipleship Committee.

SPECIAL COMMITTEE RESPONSIBILITIES: None.

BUDGET AND EXPENSE AUTHORIZATION DUTIES & RESPONSIBILITIES:

Shall annually prepare and submit for council approval a budget for all anticipated expenditures within member's area of activity in the coming year. Such budget, following council approval, shall be included within the overall budget of the congregation for the coming year.

Shall approve or reject all check requests for expenditures within member's area of activity, and upon approval shall transmit such request to the treasurer for payment.

Shall be responsible for the control of those expenditures within member's area of activity, subject to council or congregational override, in order that such expenditures are maintained in line with the approved budget for the year.

GENERAL DUTIES AND RESPONSIBILITIES:

Shall be responsible for the development of people as disciples of Jesus Christ by helping them to discover and put to use, in meaningful ways, the spiritual and temporal gifts God has loaned to them so that they might build up the Body of Christ at Gethsemane congregation, in our community and throughout the world.

Shall be responsible for the assimilation of all members into active fellowship at Gethsemane.

SPECIAL DUTIES & RESPONSIBILITIES:

Shall identify each member's gifts, needs and areas of interest for service.

Shall maintain an up to date spiritual gifts file on the members of Gethsemane.

Shall coordinate with the pastoral staff and the Director of Family Ministry the welcoming and orientation of new members.

Shall coordinate the use of member's gifts and interests in the mission of the church with the help and support of church leaders and groups.

Shall assist and train church leaders in the utilization of volunteers and in the development of new groups.

Shall maintain a tracking system for each new member to help evaluate their progress in becoming fully assimilated into the church.

Shall coordinate the provision of name tags for the membership of the congregation.

Shall appoint, subject to the approval of the Church Council, a chairman of financial giving for a two year term.

Shall perform duties as may from time to time be directed by the President and/or Church Council.

MEETING ATTENDANCE & REPORT REQUIREMENTS:

Expected to attend all council meetings unless specifically excused by the president.

Expected to attend all congregational meetings and to prepare and present as may be appropriate a report to the congregation as to the activities within the member's area of responsibilities.

PERSONNEL SUPERVISION REQUIREMENTS: None