

Lay Leadership

Is God calling you or someone you know to the work of discerning and shaping the future of First Baptist Church? We need passionate disciples of Jesus who are willing to serve as members of the Church Leadership Team and Ministry Area Teams. These lay leaders assume a critical role in encouraging and supporting the pastors and ministries under their care.

Starting now until the end of 2019, we are accepting nominations for the following lay leadership positions. Please refer to the last section to see how you can nominate someone. The following are the requirements and descriptions of the available lay leadership positions.

Leadership Requirements: No special training is needed beyond a membership commitment to First Baptist Church. These leadership groups need people with a variety of gifts, skills and interests, who share a commitment to our church and a love for Jesus. A good candidate for a particular Ministry Area Team would have interests and experiences related to the ministry area. The Nominating Committee will consider all names as part of its discernment process.

Church Leadership Team

The Church Leadership Team (CLT) is the congregationally elected board of directors, consisting of at least eight elected church members, who supervise the management of the affairs of the church. The CLT officers include the Moderator, Vice-Moderator, and Treasurer. The remainder of the CLT is made up of Directors-at-large. The CLT is a high-level overseeing and policy-making body who, in partnership with the Senior Minister and Executive Minister, provide servant leadership in discerning the direction and goals of First Baptist Church. The CLT's primary functions include ensuring that goals and plans are consistent with the call of God on the church, and that values, strategies and structures are understandable and used to guide the activities and resources of the congregation. In addition, the CLT is actively involved in approving annual and multi-year plans and major initiatives, providing direction in hiring key leaders, overseeing the financial integrity of the church, and maintaining our denominational affiliations.

Time Commitment: CLT meets about once per month, usually on a Wednesday evening or Saturday morning. CLT members are also expected to be available for committee work, such as a pastoral search committee, governance committee, etc.

Ministry Area Teams

Ministry Area Teams (MATs) provide congregational leadership by supporting the ministry-specific pastors and their various ministries (Please refer to the attached CLT and MAT Roles and Responsibilities document for further clarification). Each MAT consists of ministry-area-specific Pastor(s), three elected Deacons, and a CLT liaison. Adjunct members may also be invited to join a MAT at the discretion of the Pastor and Deacons. A good candidate for a MAT would be someone who has a heart for the ministry area and is gifted in organizational management and administration.

Time Commitment: MAT members are expected to attend regular MAT meeting, and provide prayer and support for the ministries under their care.

Discipleship and Community MAT

The Discipleship and Community MAT is responsible for supporting the Minister of Discipleship and Community and Minister of Worship to encourage and equip our congregation—from the first-time enquirers to the maturing disciples—to take their next step towards Jesus. Sunday worship, Growth Classes, Connection Groups, entry points like Starting Point, baptism and membership are some of the many ministries under the care of this MAT.

Mission and Justice MAT

The Mission and Justice MAT is responsible for supporting the Director of International Ministries and Director of Street Ministries to challenge our congregation to follow Jesus beyond the walls of the church. It seeks to develop leaders and teams in the following areas: Street ministries, international ministries, refugee support and sponsorship, global missions, reconciliation, and evangelism.

Prayer and Care MAT

The Prayer and Care MAT is responsible for supporting the Minister of Congregational Care in ensure that spiritual and pastoral care is adequately given to individuals with needs and that a framework/system of training new caregivers is offered. This MAT also seeks to deepen the prayer life of the congregation by overseeing existing ministries like prayer companions (after service), prayer meetings, prayer guide, and hosting occasional prayer retreats.

New Generations MAT

The New Generations MAT is responsible for supporting the Director of Children and Family Ministries and Director of Preteens and Youth Ministries to encourage our new generations and their families to grow in Christlikeness. It seeks to create both contextualized, age-specific programs as well as intentional opportunities for our younger members to know that they belong to a wider church family. Some of the key ministries are Early Childhood, School Age, Preteens, Youth, Young Adult, and Family ministries.

Church Leadership Team and Ministry Area Team

Roles and Responsibilities

Definitions:

Church Leadership Team (CLT) – the CLT constitutes the congregationally led board of directors, consisting of at least eight elected church members, who supervise the management of the affairs of the church. The church officers include the Moderator, Vice-Moderator, and Treasurer. The remainder of the CLT is made up of Directors-at-large.

Ministry Area Team (MAT) – a MAT provides congregational leadership and support to a specific ministry area. Each MAT consists of the ministry-area-specific Pastor, three elected Deacons, and a CLT liaison. Adjunct members may also be invited to join a MAT at the discretion of the Pastor and Deacons. Each ministry at FBC is overseen by a MAT, and each MAT must be related to ministry programs, not church facility operations.

Accountability and Decision Making

Decisions made by the CLT and the MATs are meant to be made by consensus, meaning that the Directors, Deacons, and Pastors are accountable to each other to pray, discern, and collaborate towards a solution. If a decision cannot be reached by consensus, a decision may be made by a majority vote. For this purpose, FBC's by-laws give the CLT Directors and the MAT Deacons voting privileges.

Congregational Leadership

The Pastors, CLT Directors, and MAT Deacons are together the congregational servant leaders of First Baptist Church (FBC). They are disciples of Jesus who long to see more people know and follow and love Jesus Christ, and they are stewards of the church's direction and goals. They are committed to following Jesus, individually and corporately, by:

- Looking – take note of what God is already doing
- Listening – listen to God, listen to other leaders, listen to the congregation
- Dreaming – consider all the possibilities, even those which seem unachievable
- Responding – having sought the Lord's leading, articulate and clarify the direction
- Planning – budgeting, project planning, etc.
- Building – mentor and train leaders and workers
- Supporting – ensure those leaders and workers have the resources they need
- Reviewing – assess what we've done and identify the areas we can improve

Church Leadership Team (CLT)

Role and Responsibilities

The specific responsibilities, including those of the officers are outlined in the FBC Constitution and Bylaws. Of note, the CLT is responsible for:

- Developing yearly goals and priorities, indicating which plans are part of a multi-year strategy
- Circulating goals and priorities to the Pastors and MAT Deacons to support ministry planning
- Establishing a budget framework to assist the MATs in the ministry planning
- Providing each MAT with a designated CLT Liaison
 - The Liaison provides a direct link for communication from the MAT (Deacons and Pastor) to the CLT.
 - The CLT Liaison is not meant to speak for the CLT.
 - The CLT Liaison may attend MAT meetings but is not required to.

Ministry Area Team (MAT)

Role and Responsibilities

Ministry Area Teams have specific responsibilities outlined in the FBC Constitution and Bylaws. The main role and responsibility of the members of the MAT Deacons is to support the ministry-area-specific Pastor and the various ministries that operate within the MAT. This support includes encouragement and prayer as well as assistance with the formation, implementation and evaluation of the annual Ministry Plan:

- **Encouragement**
 - Pray for and with the ministry-area-specific Pastor and for the ministry leaders/coordinators, participants and volunteers
 - Liaise between the ministry leaders/coordinators, participants, volunteers, the Pastor, as well as other MAT Deacons
 - Connect with the ministry-area-specific Pastor, leaders/coordinators, participants and volunteers
 - Empower the ministry-area-specific Pastors, leaders/coordinators and volunteers to do the work of the Church

- **Ministry Plan Formation**
 - In collaboration with the ministry-area-specific Pastor, receive the annual CLT goals and priorities
 - Act as a sounding board: brainstorming ideas and projects to incorporate into the Ministry Plan
 - Review of previous year's evaluation
- **Ministry Plan Implementation**
 - Support the ministry-area-specific Pastor through
 - Strategizing different implementation systems
 - Mobilizing human resources to bring the Ministry Plan into action
 - Providing physical and technical resources to support the ministry
 - Mentoring ministry-specific volunteers with the goal of fostering ongoing leadership development
 - The MAT Deacons are not meant or required to run the various ministries of which their MAT has oversight.
- **Ministry Plan Evaluation**
 - Request and receive both active and passive feedback from the ministry leaders/coordinators, volunteers and participants
 - Review the feedback as a team
 - Formulate and document recommendations for the following year with quarterly evaluation reports

Pastors

Role and Responsibilities

- Draft the annual ministry-area-specific Ministry Plan that is aligned with the yearly CLT goals, priorities, and budget allocations
- Work with the MAT Deacons to refine the annual Ministry Plan
- Seek the support of the MAT Deacons to implement the annual Ministry Plan
- Review the progression of the annual Ministry Plan via quarterly evaluations with the MAT Deacons

Ministry Plan Formation

Developing the annual Ministry Plan is one of the key tasks for the ministry-area-specific Pastor. This plan provides the basis for formulating, implementing, and evaluating ministries and projects undertaken during the year. The steps to complete the Ministry Plan are:

1. CLT discerns and communicates the annual overarching FBC goals and priorities.
2. Guided by the CLT goals and priorities, and the specific budget guidelines and allocations, the Pastors create the first draft of the annual ministry-area-specific Ministry Plan.
3. The draft Ministry Plan is brought to the MAT Deacons for review, input, and refinement.
4. All of the finalized Ministry Plans are presented to the CLT and the other MATs at a fall meeting.

After the Ministry Plan is finalized, approved by the CLT, and presented to the congregation, the focus of the MAT shifts to supporting the pastor with implementation and evaluation.

Budget Guidelines and Allocations

The goal of FBC's governance model is to provide the MATs with a wide range of authority within their area of ministry, giving flexibility to respond to changing situations quickly, without requiring multiple levels of approval for variations consistent with the goals and plans outlined. After final approval of the Ministry Plan and corresponding budget allocations, only significant variations in that Ministry Plan's direction require approval from the CLT. If the overall budget of a MAT is expected to exceed the budgeted amount by more than 5%, the CLT subcommittee responsible for budgeting should be consulted.