

Minister/Director of Fellowship

Draft of 2/14/23

Definition: This position serves LaGrave church by providing strategic leadership in (a) welcoming visitors and enfolding new members into the life of the church; (b) overseeing opportunities for church members to connect with each other; and (c) maintaining church connections with missionaries supported by LaGrave.

The position is a staff liaison to the church's Welcoming, Fellowship, and Missions Committees, as well as the Henry Beets Missionary Society.

Specific Responsibilities:

1. Serve as LaGrave's primary point-of-contact for people who are new to the church community. With the Welcoming Committee, this position will develop and implement a pathway to assist new people on their journey from their first visit to well-integrated membership.
2. Be present and engaged during worship services and church-wide Fellowship Committee events. Look for opportunities to meet members and visitors between church services, and encourage connections between them.
3. With the Welcoming and Fellowship Committees, gather and review best practices of other large congregations for connecting members across a variety of demographics, ages and group sizes. Advise on the use of space and activities that promote a hospitable church culture.
4. With appropriate committees and volunteers, coordinate events that encourage intergenerational contact, including events such as Wednesday night dinners and quarterly Sunday evening Koinonia Services.
5. In cooperation with appropriate staff and committees, help develop a "Sunday Morning Welcoming Strategy."
6. Meet with the Welcoming and Fellowship Committee. Represent shared LaGrave priorities on these committees, and communicate the questions and priorities of these committees to the staff and oversight committees of the church.
7. Encourage members by connecting them with opportunities to participate in church committees, clubs, volunteer opportunities, and the full life of the church.
8. Meet with the Missions Committee and Henry Beets Missionary Society. With these committees, maintain a working relationship with the missionaries LaGrave supports.
9. Facilitate missionaries' communication with the church. Serve as the church's ambassador to missionaries when they visit to preach or present updates to the congregation. As determined with the Missions Committee and Henry Beets Missionary Society, host dinners for visiting missionaries and the congregation.

Minister/Director of Fellowship

Draft of 2/14/23

10. Assist the Missions Committee and Henry Beets Missionary Society as they offer spiritual support to missionaries, praying for them and connecting individual missionaries to members of the congregation for prayer and personal support.

Shared responsibilities with pastoral staff:

1. Serve as liturgist as requested.
2. Represent LaGrave to the CRC, the church at large, and the community.
3. Work with staff members in a spirit of mutual support, respect, and encouragement.
4. Attend weekly staff meetings; and monthly council and executive committee meetings.

Accountability:

1. This position works in collaboration with other members of the pastoral staff team. In performance of duties, this position is accountable to the Council and the Executive Committee.
2. In matters of doctrine and life, this position is accountable to the elders.

Qualifications:

1. Committed follower of Jesus with a commitment to the Reformed faith. Willing to become a member of LaGrave.
2. Bachelor's degree or equivalent experience. (Ordination is a plus, but not necessary).
3. Proven experience in creating community in organizations or groups.
4. Ability to communicate well verbally and in writing, and experience in networking ministries in a church with a committee-driven structure.