Bethany Grace Fellowship

Job Description
Deacon – Care Ministry

SUMMARY: Deacons at BGF are servants at heart. They are called to serve and support specific ministries within the church. Deacons do not set policy. They follow direction provided by the Pastoral Staff and the Elder Board. However, deacons are often called upon to support church leadership with expertise and suggestions. Deacons are the primary point of contact for their ministry.

The Care Team Ministry (CTM) Deacon is responsible for overseeing and supporting the team that meets bi-monthly to review needs within the Bethany family and to plan how to love, care for and walk beside the hurting and discouraged folks in our church and local community.

DUTIES:

1) Schedule bi-monthly meetings of the Care Team and work with the lead pastor to set the agenda.
2) To lead the Team in decisions to disburse payments from the Care Fund to assist families with unexpected or burdensome living or medical expenses; and complete vouchers to request disbursements.
3) To consult with the lead pastor and counselors/therapists to determine amounts to disburse from the Care Fund for professional counseling.
4) To oversee the Team's visitation of the elderly, shut-ins, lonely and discouraged folks of Bethany.
5) To oversee the Team's involvement with Celebrate Recovery including the provisions of meals the first meeting of CR each month.
6) To oversee the Team's ministries to parents of special needs children and adopted children.
7) To oversee the provision of meals to families who experience disruptions in life.
8) Ensure team members and team practices are in alignment with the BGF Vision, Values and Mission and be able to link each practice with the Vision, Values and Mission.
9) Actively recruit team members.
10) Attend Deacon Team meetings and Leadership meeting as scheduled and provide input regarding team successes, goals, aspirations, needs, etc. Prepare annual report for church wide annual meeting with year in review highlights.