



# Bethany Grace Fellowship

## Job Description

### Deacon – Impact Steering Team

**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 Impact Steering Team (IST) Deacon is responsible for overseeing and supporting outreach to the greater community. Team leaders are selected based on good standing within BGF.

#### DUTIES:

- 1) Provide leadership and establish individual subcommittees to organize specific outreach events. Chair all committee meetings. Establish the frequency of the meetings.
- 2) Make sure the committee plans at least four events per year. Make sure each member of the steering committee annually engages in planning at least one event for the congregation.
- 3) Promote the idea that the whole church is the **IMPACT TEAM**. Everyone using their God given unique gifts and talents for the glory of God and advancement of His kingdom on earth.
- 4) Help promote the vision of BGF “Be a thriving church that imitates Christ, impacts the community for eternity and is the unified body of Christ.” Ensure the impact team is part of the hands and feet of the vision.
- 5) Provide options for the body at BGF to engage with others with the purpose of introducing people to Jesus Christ and having an impact in the community at large.
- 6) Make sure the church understands the IST is NOT the action group but is the planning group.
- 7) Actively recruit new members and establish the size of the committee.
- 8) Provide budget requests annually. Be aware of the status of the BGF budget and be familiar with typical expenses. Understand and sign off on all reimbursements.
- 9) Be sure the committee supports the other ministries when appropriate, while supporting the mission and vision of BGF and the church universal.
- 10) Attend Deacon Team meeting and other leadership meetings as scheduled and provide input regarding team successes, goals, aspirations, needs, etc. Prepare the annual report for the annual Church Business Meeting with year in review highlights.