

Church of Saint John the Evangelist, Hamilton

Ministry Description

Ministry Area	Leadership	Position	Committee Chair
Nature of Ministry	<p>As a member of the Leadership Team of the parish you will share in the overall leadership of the parish community with the rector and churchwardens.</p> <p>Committee Chairs convene particular standing or ad-hoc committees that are established by the Parish Council, Corporation or Vestry from time to time.</p> <p>The purpose of this ministry is to build up the body of Christ in its life and mission in our community.</p>		
Outline of Responsibilities	<ol style="list-style-type: none"> 1. Convene meetings of the committee in order to fulfil the particular mandate of the committee. 2. Available for consultation with the rector, corporation and parish community. 3. Provide reports of the committee's work to the appropriate persons or bodies. 		
A Person Well-Suited	<p>Will enjoy working in a people and task-oriented, structured and unstructured environments.</p> <p>Will be a leading/guiding Christian who is generally familiar with the community and comfortable interacting with a number of people.</p> <p>Will care deeply for stability, growth and development of the faith community and its outreach into the wider community. Will be passionate about supporting the various ministries of the parish.</p> <p>Spiritual gifts that may apply to this ministry include: administration, leadership, discernment, helps, wisdom.</p>		
Time Commitment	As mandated	Length of Term	Often a one-year term, renewable, or as mandated.
Participation Group	Working mainly with the members of the committee. Also relating to the entire church family.		
Support, Supervision and Training	Training, support and supervision normally given by the rector.		
Boundaries and Limitations	Boundaries and limitations are established in the committee protocol and this ministry description.		
Benefits to Volunteer	The volunteer will enjoy the satisfaction of sharing expertise for the benefit of the community and a sense of accomplishment in a task well-done as well as an intimate knowledge and participation in the work of the church community. The volunteer will enjoy working closely with other leaders in the community. The volunteer will be part of an amazing team of leaders.		

Risk Assessment		
Risk Type	Description	Assessment
Participation and Supervision	Mainly adults, but includes any member of the parish. Will not meet in one-to-one relationships.	Low
Setting	Mostly public spaces.	Low
Nature of Relationship	Never meeting one-to-one. Low level of individual influence.	Low
Degree of Authority	Low authority with medium perception of power.	Medium
Physical Safety	Minimal physical risks.	Low
Financial	Receives financial reports. No direct involvement.	Low
Privileged Information	Infrequent possession of confidential or sensitive information.	Medium
Damaged Reputation	Low risk of accusation.	Low
Key-Holder	Not normally.	Low
Risk Level Assessed	Low	

Screening Requirements	
<input type="checkbox"/> Training is required.	<input type="checkbox"/> Training is offered, but not required.
X Interview is required.	X References are required.
<input type="checkbox"/> Police Records Check (PRC) is required.	<input type="checkbox"/> PRC with vulnerable sector screening required.
<input type="checkbox"/> Signed statement regarding confidentiality required.	X Signed statement regarding ministry description required.
<input type="checkbox"/> Signed statement regarding policy on ministry with vulnerable persons required.	<input type="checkbox"/> Key-holder agreement required.
<input type="checkbox"/>	<input type="checkbox"/>

I have read and agree to assume the duties, responsibilities and expectations as set out in this Ministry Description.

Signature

Date