



Annual General Meeting

November 17, 2015 at 7pm

Important Meeting Documents & Information Package

Meeting Agenda—Page 2

Semi AGM Minutes—Pages 3-5

Budget Notes & Charts—Pages 6-7

Financial Reports—Pages 8-9

Elder Nominee Info—Pages 10-11

Worship Pastor Position Proposal—Page 12

Worship Pastor Job Description—Pages 13-14



Agenda - Annual General Meeting

November 17, 2015, 7:00 P.M.

Worship and Praise

Praise
Devotional – Pastor Ken Nettleton
Communion – Pastors & Elders
Prayer – Pastor Ken Nettleton

Welcome, Call to Order, & Opening Remarks – Allan Kinnee

Minutes of the Semi-Annual General Meeting held on June 16, 2015

Motion to accept.

Worship Pastor Position – Allan Kinnee

Motion to accept.

Financial Review to Date and Presentation of the 2016 Proposed Budget –

Mike Bazinet (Elder) and Henry Wikkerink (Financial Officer)

Motion to accept.

Report of the Nominating Committee and Elections to Office – Renee Closson

- Elder Slate, Envelope Steward, Assistant Envelope Steward, Auditor, Nominating Committee

Motion to accept.

Licensing Motion for Pastor Jordan Nielsen.

We, the congregation of New Life Community Baptist Church, request the Regional Area Executive/Regional Group and the Ministerial Credentials Committee of the Canadian Baptists of Western Canada to license Jordan Nielsen as a Licensed Minister.

Motion to accept.

Membership List Update

Motion to remove non-active members.

Governance Model Update – Allan Kinnee

Closing Prayer – Pastor Ken Nettleton

Adjournment

Minutes from the Semi-Annual General Meeting—June 16, 2015

Quorum needed: 15% of membership = 42 of 274 members.

Members attending: 89 = 32% of membership in attendance.

Minutes recorded by: Chuck Thompson

Worship and Praise

Praise

Devotional – Pastor Ken Nettleton

Communion – Pastors & Elders

Prayer – Pastor Ken Nettleton

Call to Order at 7:25 pm: Welcome & Opening Remarks – Allan Kinnee

Greetings and thanks to staff, volunteers and congregation.

Youth & Young Adult Pastoral Search Committee Update – Paul King

Update on pastoral search. Started on Feb 7, 2015 to understand the process of a Pastoral Search Committee.

The phases of this process as described on page 8 of the 2014 Annual Report were reviewed.

Still in the third phase of “discernment” and seeking God’s will for moving forward.

Minutes of the Annual General Meeting held on November 25, 2014

Motion to accept.

Moved by: Trevor Mclelland **Seconded by:** Michelle Brown

Carried unanimously

2014 Annual Report/Ministry Updates – Allan Kinnee

Motion to accept.

Moved by: Faith Whittaker **Seconded by:** Linda Corman

Carried unanimously

2014 Financial Report – Mike Bazinet and Henry Wikkerink

The full report submitted in the 2014 Annual Report on pages 27, 28 and 29

Described over budget line items including pastoral search, hospitality, kid zone...most items were under budget

Maintenance – the building is 13 years old and items need to be replaced – reserves are set aside to maintain the facility. There are a number of capital items that will need funding.

Approximately \$698,000 in revenue and expenses at \$695,000 in 2014.

The fixed costs are managed well; the variable cost are in “ministries” many of which are self-funding.

Unrestricted funds have grown from \$30,844 at the end of 2013 to \$34,037 by the end of 2014.

Motion to accept.

Moved by: Peter Delange **Seconded by:** Paul King

Carried unanimously

2015 Financial Update - Mike Bazinet and Henry Wikkerink

Mike Bazinet briefly described the “zero based” budget process to be looked at for the coming year.

Henry Wikkerink noted the current financial statements are a “work in progress” but is an accurate indication of our financial position year-to-date. Balance sheet dated May 31, 2015 was circulated.

Income and expenses are in-line.

Year-to-date the church is in the best financial position at this point seen over the past several years. Note: \$90,000 (roughly) still owing on the church building. Paying off the mortgage would release funds for other areas of ministry. We expect to make regular (unreduced) mortgage payment throughout 2015.

Cottage Meeting Findings Report – Pastor Ken Nettleton

The report and recommendations appear in the Semi-Annual General Meeting “Important Information Document” circulated to all attendees (see pages 5 and 6).

The process allows the congregation to speak clearly about the operation of the church and such meetings will occur annually at the start of the year.

A power point presentation outlined the Cottage Meeting questions and a summary of responses leading to recommendations (page 6).

Comparisons were made to the outcomes of the 2011 CHAT Survey results.

Strengths noted 4 years ago continue to be confirmed by the recent cottage meetings.

Congregation desires a clearly communicated vision and mission they can embrace and participated in.

New Life has a unique role in the valley – practical ministries that provide care for those in need.

What concerns God in the Valley – the poor and the vulnerable (including but not limited to the First Nations) – homelessness, domestic abuse, poverty, addiction, mental health, housing, spiritual oppression, their need for God

Hopes and Dream of New Life – equipping and discipline people especially the children, youth and young adults – communicate better what God is doing

A centrally located Ministry Centre where these priorities can be carried out – the proposed location is the former facility of the Canadian Legion in the “Canada Building” on Canada Ave and Kenneth St. in Duncan .

A variety of ministry ideas were described as being resident in this location.

Dollar values associated with this ministry location are not available – once the vision is in place, resources allocation will follow.

The facility would be leased.

Mission and Values Presentation – Allan Kinnee

The Mission and Values statements were presented as they appear in the Semi-Annual General Meeting “Important Information Document” circulated to all attendees (page 7).

Motion to accept. Moved by: Pierre Laroux **Seconded by:** Paul King

Discussion: Barry Lockhart commented with encouragement and affirmation of the process and the clarity of the vision expressed.

Carried unanimously

Governance Model Recommendations Draft Report – Allan Kinnee

The draft generated by the Governance Review Task Force is included on pages 8 through 11 appear in the Semi-Annual General Meeting “Important Information Document” circulated to all attendees.

It is recommended that New Life adopt a Policies-Governance Model (illustrated on page 9).

The responsibilities, authority and accountability elements associated with the three areas of Governance, Leadership and Ministry were outlined.

The Framework for the Elders Board was briefly outlined (recorded on page 10).

The Framework for the Nominating Committee was briefly outlined (recorded on page 10 and 11).

Opportunities for the congregation to respond will result in refinement of the Governance Model such that the model can be adopted at the Annual General Meeting in November 2015.

Some changes will be required to the by-laws of our constitution; this will require confirmation of active members of the congregation according to the terms of the Societies Act.

In order to comply and maintain an active membership roster, inactive members will be advised and removed from membership.

Candidate for Ministry Training

The following motion is made in regards to Nancy Rizk:

We the congregation of New Life Community Baptist Church, request the Regional Area Executive / Regional Group and the Ministerial Credentials Committee of the Canadian Baptists of Western Canada to recognize Nancy Rizk as a Candidate for Ministry Training. We are encouraging this candidate in her personal studies, but at this time are not yet endorsing her for a career in pastoral ministry.

Motion: Barry Lockwood

Second: Kathy Bazet

Carried unanimously

Candidate for Ministry Training

The following motion is made in regards to Brad Segee:

We the congregation of New Life Community Baptist Church, request the Regional Area Executive / Regional Group and the Ministerial Credentials Committee of the Canadian Baptists of Western Canada to recognize Brad Segee as a Candidate for Ministry Training. We are encouraging this candidate in his personal studies, but at this time are not yet endorsing him for a career in pastoral ministry.

Motion: Stewart Bradshaw **Second:** Maryel Neal

Carried unanimously

Adjournment at 8:52 pm

Closing Prayer – Pastor Ken Nettleton

Notes on 2016 Budget

The 2016 Budget has followed the same format as last year. The expenses are broken down into 5 areas: Staff costs, Building and Administration costs, Building Cap & Improvements, Missions, and Church Ministries. Ministries are further divided into 4 basic areas of Discipleship & Training, Justice & Mercy, Outreach, and Worship. The pie-charts are included to provide clarity.

Leaders in each ministry area were asked to prepare a budget based upon the vision that God had given them, and to dream about what could be. This zero-based budgeting process produced a total of \$130,000 of possible ministries at New Life in 2016 – significantly up from our 2015 ministry budget of \$54,000. The ministry leaders then met together to trim this amount down by looking at areas that might be shared together, how some activities could be self-funding, and where built in contingencies could be eliminated. This step removed about \$30,000, leaving a total of \$98,875 (line 5700) for church ministries – an increase of \$40,000 from 2015.

Some details:

5000 – Staff costs include a cost of living adjustment of 1%, and a Worship Pastor position for 8 months (\$40,000).

5711 - Conference & Leadership Development includes \$9,500 for a Governance Consultant to help facilitate the governance changes as reported at our semi-annual AGM.

5116 - Repairs & Maintenance has been divided to show regular repairs & maintenance costs separated from a new line 5205 - Building Capital Projects & Improvements.

5205 Building Capital Projects & Improvements includes budgeting for the following projects.

\$12,000 is set aside for a 3-4 yr project to redesign the front of the sanctuary. This could include moving the baptistry to accommodate more open platform area, reconfiguring the front steps, and adding more stage lighting. Consultation with key leaders will begin the planning process in 2016. Total costs could be upwards of \$45,000 over four years.

\$3,000 to conduct a building assessment for asbestos prior to any renovations.

\$10,000 to redesign Office Reception area and Info Centre.

\$6,000 for Lobby repaint and minor acoustical wall treatment

\$10,000 for central office redesign to more open office style, in order to accommodate more volunteers.

5204 - \$30,000 is being set aside for major building maintenance/repairs (lighting/roof/controls)

5118 - Mortgage payments have been included in the budget. Mortgage on January 1, 2016 will be approximately \$60,000, with about 19 month remaining amortization.

5728 - Youth, increased by \$4,250 to accommodate more youth and ministry events.

5743 - Home & Hospital Care Costs have been divided into 3 lines for improved clarity:

5744 - Counselling

5745 - Congregational care

5747 - Needs and Extras

5754 - Auto repair and Insurance increase reflects the addition of our new 20 passenger bus.

5756 - VBS increased to include a light dinner.

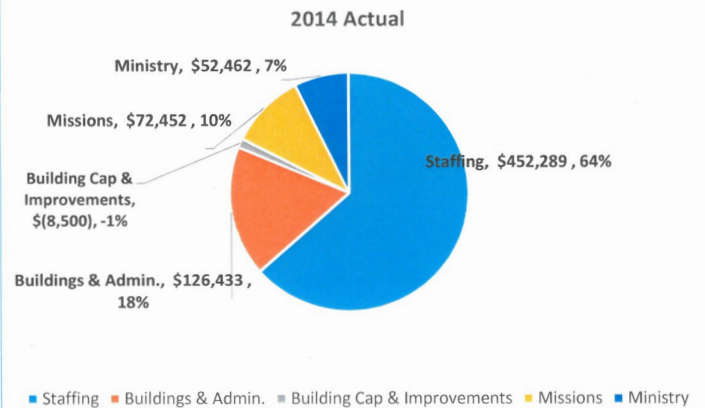
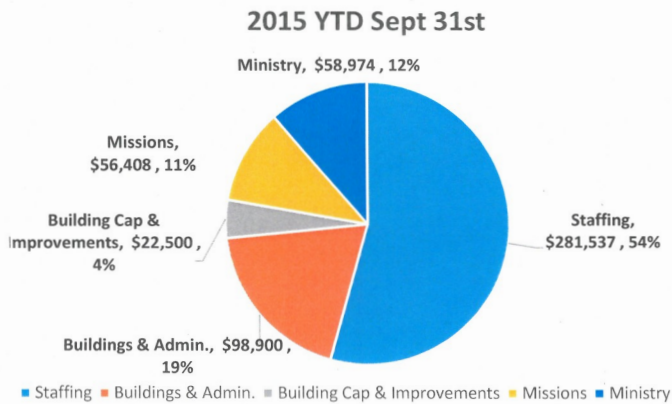
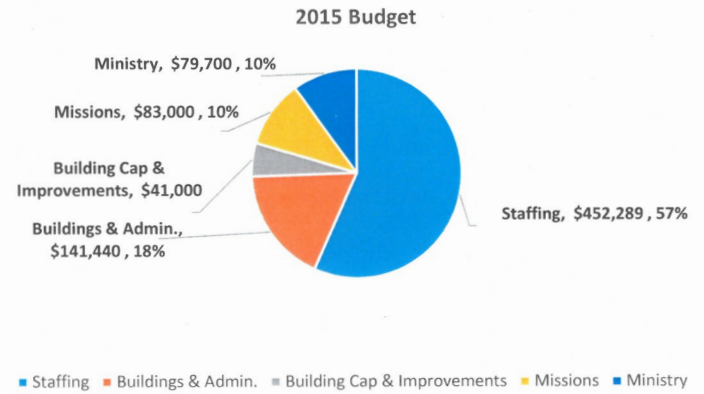
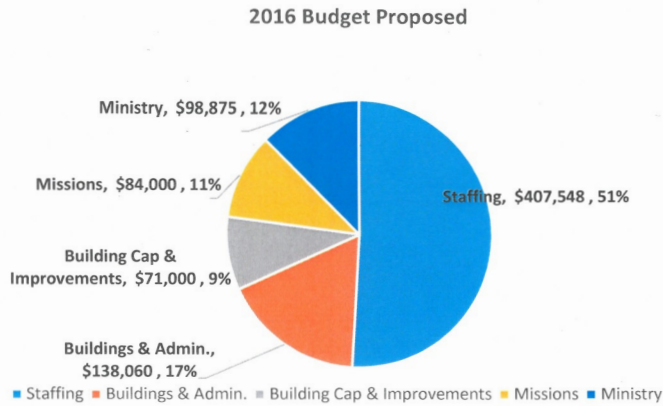
5790 - Worship/Audio/Media costs have been reconfigured to provide better clarity:

5791 - Audiovisual/Media Expenses reflect capital costs throughout the building in this area.

5795 - Worship/Music reflects programming costs.

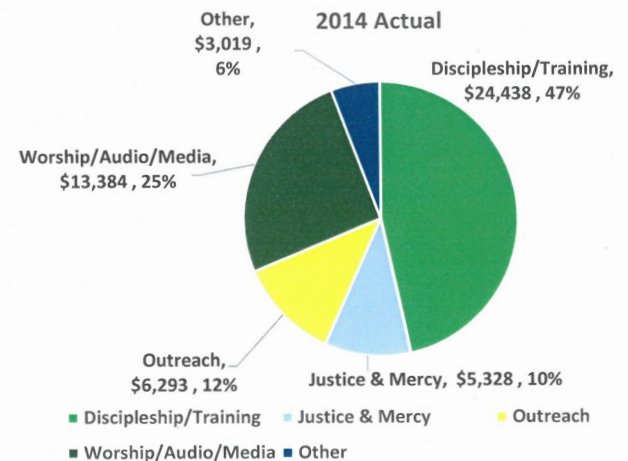
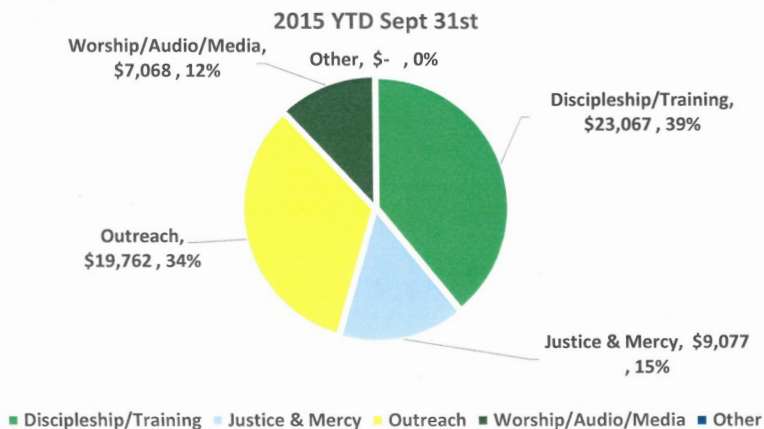
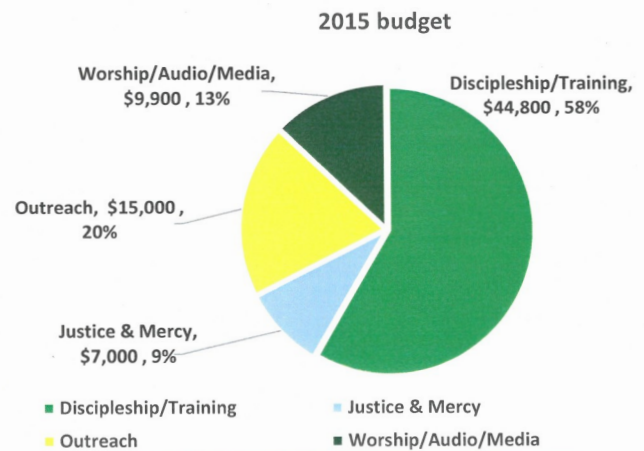
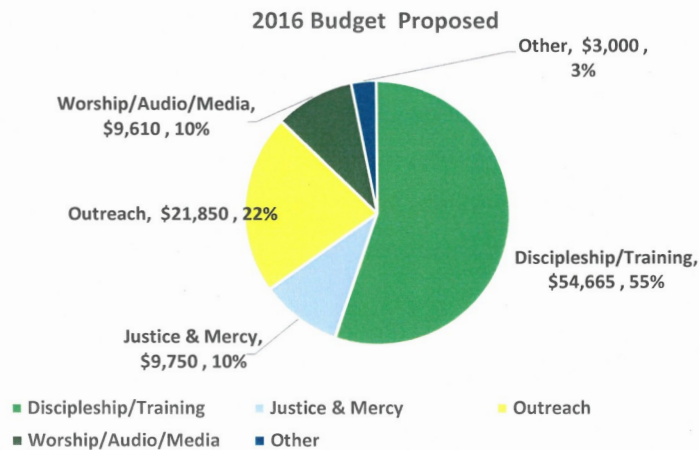
Budget Expense Compare

Chart 1



Break down of Ministry Section

Chart 2



* Chart 1 compares the 5 core areas of expenses

* Chart 2 compares the areas of ministry expenses

2016 Proposed Budget					
Ordinary Income/Expense Income	2016		2015		Jan - Dec 14
	Budget 2,016.00	% of Total Expenses	Year to date Jan - Sep 15	Budget Jan -Dec 15	Actual
4000 · Tithes and Gifts					
4020 · Envelope Giving	732,000	92%	462,884	685,000	631,930
4030 · Loose Offering	24,500	3%	20,484	22,000	20,890
4035 · Mortgage reduction			7,290		3,410
4049 · Special Giving			1,207		350
Total 4000 · Tithes and Gifts	756,500	95%	491,865	707,000	
4100 · Budgeted Program Revenue					
4120 · Donations Program Meals	200	0%		200	
4130 · Midweek ministry	4,500	1%	3,018	1,200	1,381
4140 · Tapes CD/ DVD Donations	100	0%	15	100	47
4150 · Youth/young adult Income	3,000	0%			601
Total 4100 · Budgeted Program Revenue	7,800	1%	3,033	1,500	2,029
4300 · Self-funding Ministries					
4320 · Self-funding Min. Income Rec'd	4,000	1%	1,680	4,000	6,864
Total 4300 · Self-funding Ministries	4,000	1%	1,680	4,000	6,864
4500 · Church Use					
4510 · Church Use Rec'd	7,500	1%	6,519	7,500	8,353
4520 · Church Use Wages Recovered	650	0%	665	650	1,020
4530 · Church Use Food Revenue	100	0%	80	100	95
4540 · Pathways Rental	23,400	3%	17,550	23,400	23,400
Total 4500 · Church Use	31,650	4%	24,814	31,650	32,868
4600 · Interest Income			6		11
Total Income	799,950	100%	521,398	744,150	698,350
Gross Profit	799,950	100%	521,398	744,150	698,350
Expense					
5000 · Staff					
50100 · Payroll					
5010 · Salaries and Wages	331,122	41.42%	244,268	321,000	369,643
5011 · Wage subsidy			(5,023)		
5012 · Benefits-Pastoral/Staff	38,046	4.76%	22,561	38,777	47,332
5014 · EI Expense	8,000	1.00%	6,299	7,850	8,276
5016 · CPP Expense	14,900	1.86%	10,224	14,400	14,218
5017 · WCB Expense	780	0.10%	550	880	1,040
Total 50100 · Payroll	392,848	49.14%	278,878	382,907	440,507
5020 · Resources and Courses	5,000	0.63%	930	5,690	943
5030 · Auto Expense	2,700	0.34%	704	3,100	322
5041 · Pastoral Call, Search & Move	7,000	0.88%	1,025	7,000	10,517
Total 5000 · Staff	407,548	50.98%	281,537	398,697	452,289
5100 · Buildings and Admin					
5110 · Building					
5111 · Building Insurance & Taxes	8,000	1.00%	7,548	8,000	7,571
5116 · Repairs & Maintenance	27,000	3.38%	12,500	26,000	16,940
5118 · Mortgage.	39,600	4.95%	36,960	39,600	43,060
5119 · Utilities	30,000	3.75%	16,910	31,000	25,259
Total 5110 · Building	104,600	13.08%	73,918	104,600	92,829
5120 · Bank and POS charges	3,000	0.38%	2,082	3,700	3,355
5170 · Office	28,960	3.62%	22,901	30,740	28,959
5192 · Advertising and Communication	1,000	0.13%		1,400	1,042
5194 · Treasury Management	500	0.06%		1,000	82
Total 5100 · Buildings and Admin	138,060	17.27%	98,900	141,440	126,268
5200 · Building Capital Projects & Improvem					
5205 · Budgeted Restricted	30,000	3.75%	22,500	30,000	
5206 · Current year projects	41,000	5.13%		11,000	(8,500)
Total 5112 · Capital Projects & Improvem	71,000	8.88%	22,500	41,000	(8,500)

	2016		2015		Jan - Dec 14
	Budget 2,016.00	% of Total Expenses	Year to date Jan - Sep 15	Budget Jan -Dec 15	Actual
5600 · Missions					
5601 · Local Out Reach	23,340	2.92%	17,964	26,220	15,866
5630 · World Missions	60,660	7.59%	38,444	56,280	56,386
Total 5600 · Missions	84,000	10.51%	56,408	82,500	72,452
5700 · Ministries					
5710 · Discipleship/Training					
5711 · Conference & Leadership Devel.	14,000	1.75%	2,691	5,000	436
5712 · Elders Budget	1,000	0.13%		1,000	100
5713 · Fellowship/Social Costs	7,000	0.88%	6,608	6,000	6,806
5714 · Honorarium & Pulpit Supply	1,500	0.19%	650	3,000	3,042
5715 · KidZone in the house	6,850	0.86%	5,488	9,000	4,272
5720 · Library Costs	800	0.10%	339	800	328
5721 · Life Groups.	2,800	0.35%	949	5,000	3,283
5724 · Seniors	850	0.11%		2,000	
5727 MOMS Connect	3,040	0.38%	44		
5728 · Youth Costs	14,250	1.78%	5,942	10,000	6,062
5729 · Young Adults	2,575	0.32%	357	3,000	
Total 5710 · Discipleship/Training	54,665	6.84%	23,067	44,800	24,438
57400 · Justice & Mercy					
5743 · Home & Hospital Care Costs			5,224	2,500	3,382
5744 Counselling	1,300	0.16%			
5745 Congregational care	2,200	0.28%			
5746 · LightHouse	1,500	0.19%	308	2,000	560
5747 Needs and Extra	750	0.09%			
5748 · Pastoral Care & Ministry	2,500	0.31%	922	2,500	1,386
5749 JumpStart	1,500	0.19%	2,623		
Total 57400 · Justice & Mercy	9,750	1.22%	9,077	7,000	5,328
5750 · Outreach					
5751 · Alpha	2,300	0.29%	874	2,300	489
5754 · Auto repair and Insurance	6,200	0.78%	8,942	3,700	1,653
5756 · KidZone Midweek/VBS	7,900	0.99%	5,450	5,000	
5757 · KidZone on the Road	3,100	0.39%	2,803	3,000	3,119
5758 · Newcomers/Usher Greater/Welcc	2,350	0.29%	1,694	1,000	1,033
Total 5750 · Outreach	21,850	2.73%	19,762	15,000	6,293
5790 · Worship/Audio/Media					
5791 · Audiovisual/Media Expenses	1,600	0.20%	2,991	2,700	10,726
5793 · CD/Tapes/DVD Supplies	300	0.04%	213	200	164
5794 · Decoration - Worship	1,250	0.16%	510	1,000	423
5795 · Worship/Music	6,460	0.81%	3,355	6,000	2,071
Total 5790 · Worship/Audio/Media	9,610	1.20%	7,068	9,900	13,384
5900 · Other					
5910 Discretionary Ministry Fund	3,000	0.38%		3,000	3,019
Net Ordina Total 5900 · Other	3,000	0.38%		3,000	3,019
Total 5700 · Ministries	98,875	12.37%	58,974	79,700	52,463
Total Expense	799,483.00	100.00%	518,319.71	743,337	694,971
	467.00	0.06%	3,078.32	813	3,214

Missions Breakout

5600 · Missions

5601 · Local Out Reach	
5602 · James, Tal - NAIM	
5603 · Local Out Reach Programs	3,000
5604 · Youth Mission Project	6,540
5607 · 911 Cop Care	3,600
5608 · Cowichan Basket Society	4,200
5610 · Sword Ministries	6,000
Total 5601 · Local Out Reach	23,340

5630 · World Missions

5632 · Missions (General)	7,800
5638 · Teen Challenge	6,000
5639 · ICMS - Esperanza	3,900
5643 · Canadian Baptist of Western Can	21,960
5646 · Gutheries	7,200
5649 · IJM	3,900
5648 · Meis	3,900
5652 · CTEN The Upper Room	6,000
Total 5630 · World Missions	60,660
Total 5600 · Missions	84,000



Allan Kinnee (Returning): Elder Chair, grew up in the Cowichan Valley and came to know the Lord in high school. He moved back here with his young family in 2000 and started attending New Life. He and his wife Lynda have three sons, AJ, Joey and Trevor who continue to attend New Life. As a family they're very grateful for New Life's strong Children's' and Youth ministry that have given their boys such encouragement in their faith walk. He previously served as an Elder from 2004-2010 and now again since 2013. He is thankful for the opportunity to serve as an Elder for this church that he loves.



Mike Bazinet (Returning): was born and raised in Prince George. He met and married Tracy, his wife of 26 years while working in Richmond.. It was there that he gave his heart to the Lord and was later baptized in the Cowichan River once they transferred to Duncan. He is very thankful for New Life Church, a place that feels like home to him and Tracy and their children, Brock (Amanda), Rebecca and Brenna. They have been active members since 1993 serving in various areas - worship ministry, VBS, Alpha, church building expansion and missions. His desire is for New Life to make a difference for Christ in the community and around the world.



Stephen Fowler (Returning): grew up in Jamaica and Ontario before moving to Victoria during high school years. He became a Christian in University where he also met and married Gillian his wife of 25 years. Together they have 3 boys; Graeme, Rhys, and Liam, and have attended New Life Church for over 20 years. Stephen has previously served on the Elders Board with involvement in Children's ministries and Church Building Committee. He has a vision for a church where people can encounter the Living God, be healed and accepted, and empowered to transform our communities locally and globally.



Pieter Postma (Returning): was born in Edmonton, the unexpected eighth child of then fairly recently immigrated Dutch parents. He feels very blessed to have had parents that loved him and showed him the way of the Lord. Pieter and his wife Betty consider themselves privileged to have been entrusted with their three daughters and five sons. He and his family have attended New Life since 1990. Pieter has been serving on the Elder's Board since 2011.



Phil Williams (New): My wife Shannon and I moved to the Cowichan Valley with our four kids 5 years ago. During the past five years at new life I have served on the Life Group Lead Team and the Governance Review Task Force. The many new people God is bringing to the valley and our church is exciting. I have know Jesus as my Lord since I was young and Romans 8 is one of my favorite passages. *The sovereignty of our Lord is a comfort and rock as I move through this life's uncertainties.*



Paul King (New): My wife, Andrea, and I have been really thankful for the community we have here at New Life church.

Over the past few years I've been a part of the media team for worship services, I've produced several videos for the Christmas season, and have been a part of the Pastoral Search Committee. I'm very grateful for the chance to meet and work with so many amazingly talented people.

A verse that stands out for me now is, Matt 6:33: *"But seek first His kingdom and His righteousness and all these things will be given to you as well."*



Loni Searl (New): I have been attending New Life for 14 years, the last 10 of these with Conor after we were married. We have two little people, Rosa (6) and Joby (3), who both challenge us and fill our days with such joy! In the past (pre-kids) I have served on staff as the office administrator and volunteered regularly in the worship ministry. The last number of years I've served occasionally in the worship and children's ministries, as well as been part of the Pastoral Search Committee for Pastor Jordan. I'm excited as I see New Life's season of transition coming to an end, looking ahead to what God has in store for this church family as we walk on! I love the encouragement and promise in Joshua 1:9, *"Be strong and courageous. Do not be afraid; do not be discouraged, for the LORD your God will be with you wherever you go."* Yes!



Ruth Hall (New): Chris and I have been attending New Life since 2000, arriving just before the building of our new sanctuary. We have two children and six grandchildren who live on the mainland and in the Okanagan.

Books have long been my mentors and friends so it has been a joy to share them here with library work and the Tuesday Morning Book Study ladies.

My life verse: Phil.3:10 amp. *For my determined purpose is that I may know Him -- that I may progressively become more deeply and intimately acquainted with Him, perceiving and recognizing and understanding the wonders of His person more strongly and more clearly, never satisfied with present knowledge and experience of God.* I look forward to what God has for us individually and as a church body as we pursue Him and His plans for us.



Alan Brakefield (New): My wife Muriel have been attending New Life for the past eight years and love being involved in such a vibrant community of faith. We are enjoying this season of our lives as empty-nesters, have four grown sons and are grandparents to the most beautiful baby girl on the planet.

I am a manager for a Provincial Crown corporation where I have worked for the last 28 years and am looking forward to bringing some of the things I have learned in the business world to our church as we build upon our values and develop a sound governance model for our church structure. I am excited about the potential of a downtown ministry centre where we can share the gospel. Although I can't carry a tune in my pocket I enjoy serving on the worship team in a technical capacity.

Since coming to Christ at the age of 20, my life verse has been Philippians 3:12-14. *Through many ups and downs in life, God has always been faithful to provide "Strength for today, and bright hope for tomorrow"!*

New Life Community Baptist Church—Worship Pastor Proposal—November 2015

Core Issue

For many years, New Life Church has worked to develop a culture of God-centered worship in our life together. Worship has been identified several times by the congregation as a high priority, and again most recently in the Cottage Meetings of February 2015.

Over the past year it has become evident for a number of reasons that volunteer leadership in the area of worship is no longer able to address the present and future worship priorities in our growing, vibrant congregation, and that a full-time Worship Pastor must be added to our pastoral staff.

Background & Discussion

Worship at New Life has brought many people into our congregation since the church's inception. Countless people over the years have participated in the life of the congregation through music, song, dance, sound/AV, creative design, drama, ushering and other activities. Individuals have given, and continue to give, countless hours week after week and year after year in preparing and delivering God-centered worship for others to participate in.

At our recent Semi-annual Business Meeting in May, the congregation adopted three priorities to guide us in following Christ together: Worshipping God, Serving Others, and Making Disciples. We agreed that these priorities would direct our ministries, our staffing, our budgeting and our future. They would become the foundation of our activity because we believe that they are what God is calling us to pay attention to.

Our church has been blessed by God in the past year with numerical growth. Our attendance this fall is up by 25% over last year. New people are coming and wanting to join in the many activities we find ourselves in. With this growth comes added work to our staff and volunteer leaders, especially those who labour in our Sunday worship areas – worship; children; prayer; fellowship; follow-up.

Your Elders are aware that worship is part of our life that is especially taxing in its leadership. Our worship leaders put in many hours designing and leading our Sunday services. They meet each week with staff and pastors; pray over music selection, scripture, responsive reading, special moments, congregational responses; schedule and communicate with musicians; practice together with their team for several hours; liaison with media & sound; arrive early for set-up; lead two services; stay late and clean-up. They are called upon for special services. They keep track of equipment – what is broken and what needs replacing. They interview new recruits to the ministry. They administrate all aspects of worship, including licensing (yes, we must have approved licenses for our music) and keeping track of new songs – are they theologically sound and “singable” . . . To be blunt, it's an enormous amount of work, and not sustainable for volunteer leaders to do in a congregation of our size – we have burned-out some great people and are in danger of burning out the leaders we have now.

It has also become evident that one key activity is missing in our worship ministry, again because our volunteers simply do not have enough time – the activity of disciple-making. Your Elders and Pastor Ken believe that disciple-making must be present within every ministry area of our church. God draws people to what interests them, and these activities become the opportunity for leaders to teach others how to follow Jesus. But this takes time, and our worship leaders simply do not have the personal resources to spend.

Finally, your Elders believe that our continued growth will bring with it the need for third service to be added to our weekend sometime soon. This service may be identical to our existing two, but it may also take on a younger flavor that speaks more to those under the age of 35. There is a growing need to reach the younger generation in ways that speak to their hearts and minds, and to develop such a service is more that our existing staff and volunteers can do – we need a Worship Pastor to make this a reality.

Conclusion

Your Elders believe that adding a full-time Worship Pastor to our staff is both right and necessary. It addresses our greatest needs at this time, and provides the leadership for the future in this area of priority. We invite you to read the proposed job description for this position, and pay special attention to the responsibilities associated with disciple-making and possible development of an alternative (third) service. We believe there is a need for this full-time position – one that will demand finding someone with a special set of gifts within their calling to church ministry.



New Life Community Baptist Church: Worship Pastor Job Description

Philosophy of Position

To lead the worship & arts ministries at New Life Church in such a way that God is glorified, the church is advanced, ministries are aligned, generations are integrated, artistic gifts are developed and released, **discipleship is central**, the gospel is proclaimed, community is built, and new ministry initiatives are undertaken.

Qualities and Qualification

Have a healthy, growing relationship with God.

Possess ministry specific gifts and experience.

Self-motivated with good inter-personal and team building skills.

Open to a multidisciplinary approach to ministry involving others.

A degree in ministry related field and experience in leading worship.

Agree with and embrace the mission & vision & Statement of Faith of New Life Church.

Working Relationships

Accountable to the Lead Pastor as a member of the pastoral staff.

Participate as a full member of the staff team in the life of the congregation.

Responsible for mentoring and discipling the members of the Worship & Arts ministry.

Leader of the Worship & Arts volunteer team.

Leader of the Design Team.

Specific Responsibilities

- To regularly gather and disciple all those involved in worship ministry.
- To teach a theology and practice of worship consistent with the mission, goals & statement of faith of New Life Church.
- To spiritually care for those in worship ministry, being their primary pastoral shepherd.
- To develop a “School of Discipleship” that uses music and arts as the main medium.
- To mobilize and develop the musical gifts in the church.
- To model and call people to their highest potential of musicianship.
- To work with the student ministries, children’s ministries and other ministries to cultivate a broader community of worship artists – music, dance, canvas, etc.
- To bring expertise to help these departments establish their own worship music ministries that are a part of the larger worship community.
- Responsible to oversee media – sound, lighting & A/V – volunteers as part of the Worship and Arts ministry team.
- To share talent and strategize together to help the church of all ages enjoy worship.
- To regularly lead the weekend services.
- To bring a wide variety of excellent worship ministry to the weekends.
- To open new doors of opportunity to be involved (i.e. choirs, groups, and special numbers).
- To structure the worship department in such a way as to easily allow hidden talent to be discovered and mobilized.
- To thoughtfully bridge the generations of the church.
- To be available to mentor and assist other worship leaders from local churches and beyond.
- To lead events locally that are specifically gathering/outreach.

Salary & Benefits:

This is a full-time position with benefits as per CBWC guidelines.

Working from job focus with an approved budget.

Six month and annual reviews.

Notes...



Thank you for attending tonight and continuing to support the ministry of New Life.

For the latest updates see our website: www.newlifechurch.ca.