



# MINISTRY PLAN

FY 2020

Approved June 9, 2019

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# OVERVIEW

This document summarizes the purpose of each Ministry at Grace Baptist Church (GBC) and how the ministry helps to support our purpose of Transforming, Equipping, and Sending. The Ministry Plans for each ministry are organized according to the Ministry Structure (below).

## Ministry Focus

The purpose of Grace Baptist Church is to fulfill the Great Commission. Each ministry at GBC was challenged to prayerfully consider this focus area and to seek to align their ministry with it and to consider the following questions:

Does this activity:

1. Share the Gospel with unbelievers or equip others to do so?
2. Create disciples or equip others to do so?
3. Help to provide compassionate care for those in our church, community or around the world?
4. Lead people to worship God for who he is?
5. Support ministries that do the activities listed above?

## Covenant Leadership and Staff

The total staff Full Time Equivalent (FTE) planned for this FY is 14.2.

### Ministerial Staff (Cat 1)

The Ministerial Staff for this FY is composed of six positions:

- Senior Pastor Tim Perrin
- Connections Pastor Mark Cress
- Executive Pastor Kirk Horton
- Director of Children's Ministry Nancy Turner
- Student Pastor Nolan Rumble
- Worship Leader **Zack Williams**

### Full Time Hourly (Cat 2)

The Full Time Hourly Staff for this FY is composed of four positions:

- Administrative Records Secretary Marie Humston
- Communications Coordinator Cheryl Nester
- Facilities Coordinator Margaret Miller
- Financial Secretary Vicky Alvarado

### **Part Time Hourly (Cat 3)**

The level of effort for Part Time Hourly positions for this FY is 4.2 FTE (includes Contemporary and Traditional Worship Leaders)

### **Ministry Council**

The membership of the Ministry Council for this FY is as follows. The terms of the Lay Ministry Area Leads are listed beside their names.

- Tim Perrin – Ministry Council Lead
- Ministry Support Area
  - Kirk Horton
  - **Fred Affeldt (FY20)**
- Care and Fellowship Area
  - Tim Perrin (acting)
  - **David Ward (FY20)**
- Discipleship Ministry Area
  - Kirk Horton
- Outreach Ministry Area
  - Mark Cress
  - Jan Easton (FY19-20)
- Worship
  - Zack Williams
  - Nanette Reames (FY19-20)
- At Large Members
  - Rick Button (FY19-20)
  - Bill Bridges (FY19-20)

### **Covenant Leaders**

The Church Officers for this FY are as follows. The terms are listed beside their names.

- Moderator - **Rich Merrell (FY20)**
  - Vice-Moderator – **Danny Pophin (FY20)**
- Clerk – **Priscilla Cessna (FY20)**
  - Assistant Clerk - **Lorilee Sheviak (FY20)**
- Treasurer - Bill Zachman (FY19-20)
  - Assistant Treasurer – **TBD**
- Trustees
  - Glen Schuhmacher
  - Deloris Vance
  - Rich Merrell

**Finance Committee**

The members of the Finance Committee for this FY and the final year of their terms are as follows:

- Diane Fuller FY 2020
- Glen Schuhmacher FY 2021
- Asim Albert FY 2022
- **Thomas Johnson FY 2023**
- **Greg Wassenberg FY 2023**

**Personnel Committee**

The members of the Personnel Committee for this FY and the final year of their terms are as follows:

- Lori Merrell FY 2020
- Delane Olson FY 2021
- Danny Pophin FY 2021
- Mark Williams FY 2021
- **Janice Herritt FY 2022**

**Note – Positions highlighted in green were approved at the June Body Life.**

**Grace Baptist Church  
Ministry Structure**

Ministry	Ministry Leader(s)
<b><i>Care &amp; Fellowship Ministry Area</i></b>	
<i>Sr. Pastor (acting) &amp; David Ward</i>	
Athletics Ministry	David Bukauskas (Softball) Greg Wassenberg (Basketball)
Benevolence Ministry	Contact Church Office
Counseling Ministry	Lorilee Sheviak
Grief Share	Melissa Kern
Lay Chaplains Ministry	Reina Graham
Comfort Ministry	Diane Pophin
Special Events	Nancy Turner
<b><i>Discipleship Ministry Area</i></b>	
<i>Executive Pastor &amp; TBD</i>	
<b><i>Discipleship - Adult Ministries</i></b>	
<i>Executive Pastor</i>	
Coffee Corner	Courtney Williams
Men's Ministry	TBD
New Life	Mark Cress
Precept Upon Precept	Jenni Runner
Senior Adults – The Joyful Bunch	Debbie Lemons
Small Groups	Kirk Horton
Women of Grace	Julie Horton
<b><i>Discipleship - Children's Ministries</i></b>	
<i>Children's Ministry Director</i>	
American Heritage Girls (AHG)	Carrie Kilareski
AWANA	Elizabeth Maddrey
Boys Night Out	Nancy Turner
Children's Choir	Monica Sobers
Girls in Action (GA's)	Kathy Alder
Preschool & Sunday School	Nancy Turner
Trail Life (TL)	John Kilareski
Vacation Bible School	Terrie Lewis
<b><i>Discipleship – Grace Students</i></b>	
<i>Student Pastor</i>	
College & Young Adults	Nolan Rumble
Discipleship	Nolan Rumble
Missions	Nolan Rumble
Small Groups	Nolan Rumble
Student Worship	Nolan Rumble

<b><i>Outreach Ministry Area</i></b>	
<i>Connections Pastor &amp; Jan Easton</i>	
ACTS	Eric & Debbie VanNortwick
Discover Grace	Mark Cress
Grace Out Front	Mark Cress
Helping Hands of Grace	Kevin DeWitt
Hispanic Ministry	Ernesto Molina
Missions Team	Jan Easton
MOPS	Kelly Carter
Next Steps	Mark Cress
<b><i>Worship Ministry Area</i></b>	
<i>Worship Ministry Leader &amp; Nanette Reames</i>	
Lord's Supper	Dave and Ann Ice
Guitar Class	<b>Zack Williams</b>
Orchestra	<b>Zack Williams</b>
Worship Band	<b>Zack Williams</b>
Prayer Room	<b>Zack Williams</b>
Media-Tech Ministry	Kim Rose
Visual Arts	<b>Zack Williams</b>
Vocal Ensembles	<b>Zack Williams</b>
<b><i>Ministry Support Area</i></b>	
<i>Executive Pastor &amp; Fred Affeldt</i>	
Counting Team	Vicky Alvarado
Communications Team	Cheryl Nester
Facilities Team	Bob Martin
Finance Committee	<b>Thomas Johnson</b>
Grounds Team	Andrew Gray
Library Ministry	Lisa Story
Medical/Safety Teams	Christian Carter
Personnel Committee	Lori Merrell
Photography Team	Cheryl Nester
Trustees	Rich Merrell



## **Athletics**

### **Ministry Purpose:**

To build an athletic environment which, through a Christian world view, can present a program that shapes character, creates role models, positively and significantly impacts athletes, coaches, parents, families, officials, leagues, and communities, and enables the members to share Christ in everyday life. The Athletics ministry provides a tangible venue to develop and demonstrate the principles of character, leadership, service and excellence, both in sports and in life. It provides a means for Christians to find a meaningful outlet for interactive Christian fellowship, strengthened relationships with their peers, and reach out to the lost where the Holy Spirit is working.

### **Ministry Activities:**

- Participate in church-based leagues devoted to Christian principles.
- Participate in a local basketball or softball team as a representative of Christ
- Provide some fellowship time outside of the field of play to ensure the growth of relationships among the members and foster team spirit and belonging.
- Provide leadership through example. These principles include being on time, level headed positive attitude, treating others as you would like to be treated, and being good for your word.
- Use a coed, multi-generational blend of members, fun and competitive methods to create an environment of witnessing and fellowship with others in our church and community.
- Use recreation and exercise to improve the members' physical and mental health.

### **Resources:**

Resources needed for this ministry will support league fees for all sports, equipment purchases (bats, balls, basketballs, volleyballs, etc.), and uniforms (as needed)

## **Benevolence**

### **Ministry Purpose:**

To provide financial resources to meet physical needs of people in need in our church body and community. The benevolence team considers each need and as we are able determines how to extend the love of Christ in a tangible way to each individual or family need.

### **Ministry Activities:**

Individuals in need will contact the church office with a request. The Benevolence committee will review and validate the request. If the request is approved, the request will be submitted to the Financial Secretary who will make payment to the company or organization that the money is owed to on behalf of the individual.

**Resources:**

The budget line for Benevolence is used to make payments directly to utility companies or organizations and also to purchase food or gas for distribution.

## Comfort

**Ministry Purpose:**

To show the love of Christ to the family of those grieving the loss of a loved one by providing a meal and a place to eat, meet, and talk following funerals held at Grace Baptist Church. This allows the family to deal with other arrangements as necessary.

**Ministry Activities:**

Provide comfort to a family during a time of grieving. This ministry will pray, talk and listen to family and friends and provide comfort in a spiritual way to those who are grieving.

Promote fellowship connecting a family's loss with the love of Jesus Christ. This connection may continue through the Chaplaincy Ministry.

Prepare the team to be able to organize, prepare, and set up as the ministry lead does. That way we all become coordinators of the Comfort Committee. The committee consists of faithful members who help in preparing and setting up meals. The committee members have been involved for many years. It has been their ministry.

**Resources:**

The budget for this ministry will provide the food and supplies for a meal or reception to support the grieving family.

## Counseling Ministry

**Ministry Purpose:**

The overall purpose of this ministry is to live out Proverbs 3:5-6 "Trust in the Lord with all your heart and do not lean on your own understanding. In all your ways acknowledge Him and He will make your paths straight." Further, it is to:

- Walk alongside those who are hurting and who are ready to seek God for their answers.
- To provide TRUTH through the counsel and power of the Holy Spirit.
- To lead others to know that as a believer their identity is in Christ and that it is only through Him that they are equipped to live out the plans He has for them.
- To rest in the completed work of Christ as God continues to transform/renew His people and further His kingdom.

**Ministry Activities:**

- Provide counseling services for those in need in cooperation with Grace Ministries.

- Provide resources (books, CDs/DVDs) to address life issues according to God's Word.
- Provide discipleship classes/courses to enhance the lives of God's people
- Provide training to individuals who want to support this ministry and help others in dealing with various life issues.

**Resources:**

Resources needed for this ministry will support the operations of the Counseling Center, materials (books, CDs/DVDs, other media), and training. This resource line also provides support to *Grace Ministries* discipleship counseling.

## GriefShare

**Ministry Purpose:**

GriefShare is a grief recovery group which has a friendly, caring group of people who will walk alongside you through one of life's most difficult experiences. You don't have to go through the grieving process alone. Each GriefShare session has three distinct elements: video seminars with experts, support group discussion with focus, and workbook-based personal study and reflection.

**Ministry Activities:**

- Provide support to those who are grieving through group discussions.
- Promote fellowship connecting individuals with others who are also grieving and provide ongoing support.

**Resources:**

Resources needed for this ministry will support seminars, GriefShare materials and group discussions.

## Lay Chaplaincy

**Ministry Purpose:**

Our vision is to walk with people who are ill or grieving in order to point them to God the Father as their source of salvation and to encourage their dependence on God for peace, comfort and healing. Lay Chaplains seek to encourage the people they minister to by demonstrating the unconditional love of Christ. They also work collaboratively with the small group ministry to ensure that needs of care-receivers are being appropriately attended to. They seek to:

- Glorify God.
- Encourage and pray for those dealing with a health issue or grieving, and their families.
- Buildup the body of Christ through support and help during a time of challenge.

- Spread the Gospel to the care-receiver and others in their circle.

**Ministry Activities:**

Lay Chaplains are available before, during, and immediately following an individual’s health issue for support and prayer. Lay Chaplains also minister to people who have lost a loved one, through regular contact and visits throughout the journey of grief. If a Lay Chaplain has been assigned to someone who was sick and passed away, that Lay Chaplain will endeavor to minister to his or her family. Finally, Lay Chaplains reach out to home-bound seniors from Grace Baptist Church.

Lay Chaplains use the Ministry of Jesus as their model for ministering to others:

1. Jesus walked with God – His character was the foundation of His ministry.
2. Jesus demonstrated unconditional love and indiscriminant goodness.
3. Jesus engaged all kinds of people spiritually in ways they could understand and relate.
4. Jesus watched and listened for faith and repentance
5. Equipped them for service
6. Sent them into the world (challenge them to make a difference)

**Resources:**

Lay Chaplains gather four times per year for continuing education and support group meetings to process, share and pray for current care-giving. Expenses are incurred for providing food for fellowship two to three times a year. Each Lay Chaplain ministers individually, according to the schedule and needs of their care-receiver. Periodically a training class to equip new Lay Chaplains will be held if enough candidates are identified. Expenses are incurred for the providing of materials and/or speakers for these classes. For some years we hold a retreat that provides for more in-depth training, and team building among the Lay Chaplains. Expenses for this cover the cost of the retreat location (if off-campus), food, speaker, and worship leader. Lay Chaplains are asked to pay a portion of the expense for the retreat.

## Special Events

**Ministry Purpose:**

With God’s guidance and direction to

- Encourage and build-up the community of believers at Grace Baptist Church
- Provide opportunities for reaching out to people in the community to make them more aware of our church and God’s love for them.

**Ministry Activities:**

Each year multiple special activities are planned, promoted and held at various times during the year. Most involve the service and support of many volunteers who serve in various ways to help bring about each event. A typical year will include events such as: Recreation Center Fellowship, Sr. Adult Appreciation Lunch, and a Combined Worship Event.

**Resources:**

Depending on the event, volunteers are necessary to provide for setup, food preparation, and cleanup. In addition to these who serve, food, promotional materials, facility rental and other items are purchased from the budget line for this ministry.

## DISCIPLESHIP MINISTRY AREA

### DISCIPLESHIP - ADULT MINISTRY

# Coffee Corner

#### **Ministry Purpose:**

The purpose of the Coffee Corner ministry is to provide hot, fresh, quality coffee to those attending Grace Baptist Church on a Saturday and Sunday for worship and small groups. This ministry also provides a friendly, comfortable place where people can gather over beverages and food. "What we have seen and heard we announce to you also, so that you will join with us in the fellowship that we have with the Father and with his Son Jesus Christ" (1 John 1:3).

#### **Ministry Activities:**

As God brings people to the Grace campus, the Coffee Corner offers opportunities to meet friends and make new ones using the universal language of offering a drink. The Coffee Corner provides coffee to those attending on Saturday evening and Sunday morning. The Ministry Leader will recruit, form, train and coordinate teams to staff the Coffee Corner during times it is open. Team members will be responsible for some or all of the following during their assigned shift: set-up, preparation, serving, and cleanup.

Other GBC ministries also use the Coffee Corner at times other than the standard Saturday evening and Sunday morning for ministry events. Use of the Coffee Corner requires a reservation that can be made through the church office. Orientation on setup and cleanup procedures by the Ministry Leader is required.

#### **Resources:**

The main Coffee Corner ministry resource is people. The ministry works hard to recruit and train people to prepare and serve the coffee each weekend. Human resources are needed to not only prepare and serve but keep the supplies stocked up and to clean the coffee corner at the end of each day.

The Coffee Corner ministry provides the coffee completely free to those who desire it. Since it is offered at no cost the ministry requires the financial resources to purchase the coffee as well as all the necessities that are required to make a good coffee experience. Those necessities are: cups, lids, sugar, creamers, napkins, etc.

# Monday Night Grace

#### **Ministry Purpose:**

The purpose of Monday Night Grace is to help anyone who is stuck, struggling or who just wants to grow in their Christian life. Through large group presentation followed by needs

based small group time; attendees are able to learn how the gospel applies to all aspects of life.

**Ministry Activities:**

Monday Night Grace meets every Monday night in Building C and is a safe place for people to meet, who want to grow and work through life together with others who may share in the same struggles. It utilizes lay leaders (many who are professionally trained in these areas) who feel called to help others in areas such as counseling, group support or leading in Bible study

**Resources:**

The resources required for this ministry include use of all of the rooms in C building on Monday nights (one room is shared with the GriefShare ministry). The Chilton Room is used for large group time and smaller rooms are used for small group discussion. This year Monday Night Grace will host guest speaker(s) for training and teaching and this will be included in our budget request.

## My Brother's Keeper

**Ministry Purpose:**

The purpose of the My Brother's Keeper (MBK) men's ministry is to Transform, Equip and Send men of the Grace Church family to

- Develop other men,
- Strengthen each other and develop an active attitude to serve the Body of Christ, the Community and wherever God leads.
- Minister to men as a model for their families and for others through service and prayer.
- Foster Adult Small Group Leader relationships that are encouraging, equipping and connecting to men and their sons in a small group environment, focusing on discipleship and growing in their relationship with God.

**Theme Verse:** 1 Timothy 6:11-12 (NIV) *But you, man of God, flee from all this, and pursue righteousness, godliness, faith, love, endurance and gentleness. <sup>(12)</sup> Fight the good fight of the faith. Take hold of the eternal life to which you were called when you made your good confession in the presence of many witnesses.*

**Ministry Activities:**

My Brother's Keeper has meetings and activities for the purpose of connecting the younger generation and continuously strengthening men to empower them to lead their families and step-up and out into our community as Christ Followers. We are more than a monthly breakfast opportunity. We are a ministry to men so that men will act like men in Christ's example and accept responsibility to help others be the men that God created them to be.

The men's ministry is accomplished by: prayer; connection opportunity; study; fellowship; and service. We will prayerfully connect mentor relationships to develop a network of support between the men of the church, resulting in a community of believers who share the desire to grow as we pull up the younger generation and look towards the older generation of faithful servants, who are leaving a legacy, allowing others to experience and witness God's grace. Our year of activities include: Prayer Huddles, Small Group Studies, Accountability Groups, monthly breakfast and presentations by various leaders / guest speakers, Service Project opportunities, Training, Adventure / Sports Outings, and relationship development opportunities between men, father & sons, and husbands & wives.

**Resources:**

This ministry will use church facilities and media equipment for its meetings on Saturday mornings and for other discipleship opportunities. Financial resources are needed for the MBK ministry. From time to time there may be supplies that are required to do certain ministries. For example, if the men rake yards in the fall, they may need leaf bags or a rake or two. If they are going to change oil in people's automobiles, they may need to purchase a container to hold the used oil.

## New Life

**Ministry Purpose:**

The New Life Adult Discipleship ministry offer short term, more focused studies for the purpose of helping the follower of Christ grow in the grace and knowledge of Christ. They are specifically intended to help personal spiritual growth. These classes differ from small groups because they are of limited duration and there is less emphasis on building community or serving together in another ministry. New Life also offers specialized conferences on topics like marriage, family, and parenting. These conferences happen throughout the year to equip and strengthen families.

**Ministry Activities:**

New Life will offer courses on an as needed basis and are usually held at the church on Sunday afternoons and Wednesday evening. New life classes are best described as "topical" or "felt need" i.e. Parenting, Finances, Marriage, etc. Conference will be held on Friday evening or Saturday morning/early afternoon.

**Resources:**

Leader manuals and DVD's that are needed for the instruction of the course are not expected to be paid by the leader and therefore must be purchased by the church. New Life participants are asked to pay 100% off the cost of their materials. However Grace does not want to hinder anyone from taking a class so there is a percentage of the student materials that will need to be covered by the budget. Speakers who are especially equipped/trained for certain topics may be consulted or even brought in to help facilitate classes as needed. At times, New Life may take on the shape of a conference rather than an extended study.



For the specialized conferences, resources would include finances to bring in a speaker, promotion, and execution of an event for 100+ adults. Childcare for these events is ideal for families with young children. GBC facilities would be utilized on occasion as well as renting larger venues as needed, depending on the subject/topic.

## Precept upon Precept

### Ministry Purpose:

- *To facilitate a deep understanding of, love for, and faith in the Word of God.*  
“So faith comes from hearing, and hearing by the Word of God.” – Rom. 10:17
- *To equip the saints for the work of the ministry.*  
“All Scripture is inspired by God and profitable for teaching, for reproof, for correction, for training in righteousness; so that the man of God may be adequate, equipped for every good work.” 2 Tim. 3:16-17
- *To encourage the student to live a transformed life, which is the result of a renewed mind.*  
“Do not be conformed to this world, but be transformed by the renewal of your mind...” Rom. 12:2a
- *To encourage students to reach out to the unsaved with the life-changing message of eternal life in Jesus Christ.*

### Ministry Activities:

- One hour of homework daily 5 days of each week.
- One hour of discussion time on Thursday morning, followed by a one-hour DVD lecture by Kay or David Arthur.
- Encourage each student (before class begins in September) to ask God to lead them to someone they can invite to attend.
- Meets weekly – one or more classes are held depending on need/attendance

### Resources:

The Precept Ministry utilizes a large classroom and requires budget money to purchase the leader DVDs and the student books for the study. The students are asked to reimburse the church for the cost of their books. The ministry also utilizes the copier to copy materials for student use. We also use the Coffee Corner supplies during our meeting.

## Senior Adults – Joyful Bunch

### Ministry Purpose:

To fulfill the Great Commission by offering opportunities for Grace seniors and guests to have regular fellowship, Bible Study and prayer. We strive to have a strong, active program that encourages our seniors and friends to have fellowship and build relationships with other seniors (and some of the other Church Ministries); to have a closer walk with our Lord,

encouraging Bible study participation, to become more active in reading the Bible, in discussions and in prayer. We hope to encourage our participants and all seniors to be led by the Holy Spirit and to be missionaries and servants both inside and outside our group and our Church family, sharing the grace and love of our Lord, Jesus Christ.

### **Ministry Activities:**

The Senior Adult ministry at Grace is very active and God continues to bless and grow this ministry. The seniors have several Sunday morning small groups in which they are (can be) active. They have weekly Bible study ministry to grow in their relationship with Christ and with others. This weekly ministry includes Bible study, fellowship time and prayer. This ministry also has a lunch almost every month for the purpose of fellowship, to invite seniors, prospects and guests who are not connected, and to promote interaction/fellowship with our staff. The seniors have a very faithful caring ministry which includes phone calls, sending cards and personal visits. We anticipate and hope to grow this into a more active outreach and direct ministry opportunities and mission projects. Seniors also do several off-campus activities/trips that promote unity and fellowship among the seniors and guests.

### **Resources:**

The seniors utilize a large classroom in Bldg C for Bible study as well as for some of the other activities. For several of our lunches and other activities we utilize the Fellowship Hall. This ministry uses budgeted funds to help offset study material, our greeting/caring and outreach ministry supplies and condolence/sympathy ministry, as well as the cost of the monthly lunches. These monthly lunches include a NorthStar Association lunch and Worship Service at Thanksgiving which is fully funded by the budget. The budget subsidizes some of the trips and social activities which are off campus. For some of these occasions/events we will request use of a Church Van(s) if we have a qualified driver(s).

## **Small Groups**

### **Ministry Purpose:**

God transforms us as we grow in our relationship and understanding of Him. He does this through prayer and worship, but He also uses others to minister to us and encourage us as we participate in community with them. Small Groups *transform* adults as they study God's word and share life together, *equip* them for ministry and service, and *send* them to share and serve. A Small Group is a place for:

- Sharing Life and Building Relationships in a Safe Environment
- Growing our Faith
- Learning what the Bible says about Living Today
- Serving, Caring, and Reaching Out

### **Ministry Activities:**

Small Groups at Grace Baptist Church meet in church facilities on the weekends in conjunction with worship services as well as in homes throughout the week. Small groups are strongly encouraged to be involved in the life of the church by serving as a group or individually in other ministries at Grace. Small groups play a vital role in helping outreach

events like VBS and Helping Hands of Grace. As a group grows, they will multiply to form another small group.

**Resources:**

The resources required for the ministry are for Bible study curriculum, study books and leader materials to support effective discipleship. Only a portion of the student materials are supplemented by the budget. Students are asked to pay a portion of their materials above this amount. For those groups that meet at the church, rooms are required for meeting places. Small group ministry also does regular training with leaders that requires the purchase of online and printed training resources. The ministry uses supplies such as markers, erasers, cleaning supplies, registration forms and other classroom related items. The budget is also used to provide appreciation and equipping events and resources to show gratitude for the leaders.

## Women of Grace

**Ministry Purpose:**

The purpose of this ministry is to encourage and equip women in their spiritual growth and personal walk with Christ. Women of Grace (WOG) will seek to provide opportunities for friendship, mentorship and outreach.

**Ministry Activities:**

During a ministry year, Women of Grace (WOG) sponsored activities will include Bible study classes, outreach events, fellowship gatherings and in some years retreats. The International Women of Grace (IWOG) will join with us to reach out to the international women in the community and invite them to participate in our activities. The International Women of Grace will also serve as an outreach and mentor partners to these women. All ladies will be encouraged to reach out to women and invite them to join and participate in activities.

Women of Grace will assist ladies with information to make connections with the many opportunities and ministries that are available to them, both within our church body and local community. For example, a mom of young children might be encouraged to seek fellowship, support, and mentorship in our GBC MOPS program; while a woman interested in growing in her knowledge of God's Word might be encouraged to participate in a Bible Study class, Small Group or Community Bible Study.

**Resources:**

The events that Women of Grace sponsors sometimes require additional food items, a speaker fee, giveaways and/or supplies and decorations. These events are free to the participants so will need to be funded by the budget. Some of these events will also require the use of the Grace facilities. Ladies attending a retreat will pay a registration fee to cover the off-site cost of food and lodging. Speaker fees, decorations, hospitality, and additional necessary materials will be funded through the Women of Grace budget.

## American Heritage Girls (AHG)

### **Ministry Purpose:**

Building women of integrity through service to God, family, community and country. Any girl age 5-18 can be an American Heritage Girl. The AHG ministry develops Christ-following servant leaders who are honoring, relational, anchored, and competent.

### **Ministry Activities:**

The ministry will meet on Tuesday nights at the same time as Grace's Trail Life USA troop. During meeting times, girls will have a devotional and prayer time, work on life skills and leadership skills. In addition, the troop will meet on non-Tuesdays during the year for service projects, special events and campouts.

AHG leaders will be godly adults with a passion to raise up girls to be godly women. All leaders will be registered with AHG national (which includes child safety training and background check) and go through Grace's child protection training (and background check).

### **Resources:**

- Rooms in Building B—the number of kids and leaders will determine the number of rooms needed plus use of the fellowship hall.
- Finances to run the troop: pay for chartering the troop and national support fees, supplies as needed for badge work, awards, troop supplies such as flags and troop gear, special events and campouts (special events and campouts could be a cost-share between the church and families)
- If funds allow, it would be great for to have funds for leader training such as AHG's requirement that a certain percentage of leaders are CPR/first aid training and/or going to national leader training events.

## AWANA

### **Ministry Purpose:**

That all children and youth will come to know, love, and serve the Lord. AWANA (Approved Workmen Are Not Ashamed) is an outreach ministry - people who may not attend our church (or any church in the community) join and attend our AWANA program. Each week, over four million kids ages 2 to 18 participate in AWANA Clubs across the United States and around the world during the school year.

### **Ministry Activities:**

AWANA uses three primary elements in their approach to discipleship:

- Handbook time for scripture memorization
- Game time provides peer interaction in a safe environment
- Large group time includes a Bible story message

Each week as children complete book requirements they earn patches, or pins. All of the requirements involve scripture memorization or tasks related to this. There are requirements tied to missions and serving and reading through portions of the bible each year that older clubbers (middle & high school ages) must complete to earn awards at the end of the year.

**Resources:**

We use many rooms at the church to house those that come to AWANA during the school year. Roles fulfilled in AWANA are Commander, Secretary (1 for each grade), Game Leader, Game helpers, and Listeners (4 leaders per room/grade). The AWANA Commander coordinates and purchases all supplies needed for club as well as all earned weekly awards throughout the year. We provide starter books, CD memorization help, bible/book bags, weekly awards, and year end completion awards, but parents purchase the book & uniform for each child.

## Boys Night Out

**Ministry Purpose:**

We believe, in our call to “Transform, Equip and Send”. Transforming disciples starts with our children. Geared toward boys (Grades 1st – 5th), Boys Night Out (BNO) is intended to provide a groundwork of faith in their transformation of becoming disciples of Jesus. Boys Night Out affords boys an opportunity to come together and be discipled by Christian men from our church. The boys have fun while growing relationships with friends, mentors and God.

**Ministry Activities:**

Age appropriate activities such as recreation, hands-on-projects, crafts, games, and Bible stories, are conducted to teach boys sportsmanship and mentorship through Godly male leadership.

**Resources:**

During the school year, weekly on Wednesday nights at 7:00 pm, 1 classroom in Building B is utilized. The Fellowship Hall is used for indoor recreation and with appropriate weather the boys use the church fields and back parking lot for their play. Yearly Bible Study material and games and snacks are purchased as a part of this budget.

## Children’s Choir

**Ministry Purpose:**

Children’s Choir will equip the children involved through musically excellent and spiritually engaging rehearsals. These rehearsals will prepare them to be sent to share the Gospel in

GBC's worship services through music as they sing in several special services a year and have musical experiences as well.

**Ministry Activities:**

Children's Choir will meet once a week during the school year teaching children about worship and music using a variety of resources. They will also participate in special worship services throughout the year. A typical school year will have 1-2 musical experiences whereby the kids also dip into other creative arts such as dramatic/comedic dialogue and working with costumes and props while singing and moving with the music. It is a place where kids can grow and develop and grow as they praise God through their gifts and talents

**Resources:**

We will use our budget to purchase printed music, listening CDs, and materials to construct any costumes and sets needed for performance. We will also purchase other general materials that we determine as needed.

## Girls in Action (GA's)

**Ministry Purpose:**

GA Pledge: "As a GA, I will do my best to live a mission's lifestyle that honors God by learning about missions, praying for missions, giving to missions, doing missions, and participating in the work of the church."

As a part of the Women's Missionary Union, GA's was established over 100 years ago and many years before that, it began with Matthew 28:19-20. We've a story to tell the world and His name is Jesus. It continues today with going, telling, and sending, being its primary tenants in reaching girls for Christ.

**Ministry Activities:**

Girls in 1st – 5th Grades are taught about the mission of being called and sent out. The primary emphasis of GA's is praying for others who are missionaries. Throughout the year, the lessons focus on mission projects in our county, and learning about and praying for missionaries that serve in the United States and overseas.

**Resources:**

Through mission projects, weekly lessons, and crafts, the girls begin to understand what it means to share Christ with others. Using relevant weekly curriculum, girls learn the biblical basis for missions and develop leadership skills. They earn patches by completing requirements and receive a vest as well. GA's meet during the school year. Classes are split into younger and older elementary girls and meet in building B.

# Preschool

## **Ministry Purpose:**

Preschool ministry (Bed Babies – Kindergarten) involves the care, love, nurture, and teaching of little ones while their parents are in worship or attending an on-campus small group. They are introduced to God's love by volunteers who teach and lead them. Even in preschool department, children are already being introduced to what it means to know Christ as Savior and Lord.

## **Ministry Activities:**

This ministry happens through the hands and feet of the weekly teachers and leaders in each class. Preschoolers thrive on routine and knowing the faces of those they work with. Parents need to be reassured that their preschoolers are safe and well cared for while away from them so they can freely develop and grow in their faith. Preschoolers and their families are initially greeted and welcomed in the hallway before they go to class. This begins their experience of knowing and growing in God's love. The class time consists of an unstructured playtime, Bible lessons, and some craft activities to develop initial concepts of faith.

## **Resources:**

Our teachers use curriculum that is provided and teaches these little ones to love God and His Word. Preschool care and classroom space is required during our four Worship Services and during any special events. Each classroom has a cabinet with supplies for use throughout the year.

Volunteer positions in preschool ministry are:

- Teacher
- Assistant
- Special Needs Coordinator
- Hallway Coordinator

Parents of preschoolers that have been at Grace for 6 or more months and use the nursery can participate in our community of care by volunteering and serving as needed. Another part of the preschool ministry is maintaining the rooms, equipment and safety standards for Saturday and Sunday services, and other ministries (MOPS, other GBC affiliated ministries, and community groups). These rooms are used 3 - 4 times a week throughout the school year.

# Sunday School

## **Ministry Purpose:**

Sunday School (Elementary age students) is the place where children make friends while learning and growing in their relationship with Christ. As the Bible stories are taught, the gospel is presented several times throughout the year. Sunday School is also the place for children to get faith questions answered and really figure out what it means to have a

relationship with Christ. Dedicated volunteer Sunday School Teachers equip students to learn what it means to know and follow Christ through provided curriculum. When children are committed and want to come to Sunday School, then their families are involved in this endeavor as well.

**Ministry Activities:**

On Sundays, elementary students are taught how to use the Bible and to read from their Bible. They learn through age appropriate activities for each age group. There are classes during the 9:40 hour and the 11:05 hour, allowing families to attend church together at the time of their choice.

On Saturdays, elementary students can attend class while their parents are in small group. Using the same material as Sunday morning teaching, this class is structured differently in that it has multi-ages /multi-grades (grades 1-5) and small and large group teaching components are part of this multi-faceted learning opportunity

**Resources:**

Teachers make a weekly commitment for at least one year to provide stability and continuity for our elementary students. This enhances teaching God’s Word as students feel and sense that they are cared for. This also opens up opportunities to form support relationships with parents as special circumstances arise in a child’s life. Our teachers use curriculum from Lifeway Christian resources.

Children’s Sunday School ministry coordination includes giving support to teachers as needed, working out classroom issues as they arise, classroom supply coordination, helping with any student special needs assimilation (via our Special Needs Coordinator), and giving prayer support as needed.

We use classrooms in Building B for our classroom needs.

## **Trail Life (TL)**

**Ministry Purpose:**

Trail Life USA is designed to be a Christian Outdoor Adventure, Character and Leadership Program for young men in grades K-12. Trail Life is a journey to be established on values derived from the Bible and centers on outdoor experiences that build a young man’s skills. Trail Life will also allow young men to grow on a personal level, as a role model and a leader for his peers.

**Ministry Activities:**

Trail Life activities will be focused on several different areas depending on the age of the Trailman.

- K-5th Grade (Woodlands Trail) Is a participation based program that focuses on exposing young men to an overview of the “Knowledge” needed for a Christian man of



good character. Additionally, the Trailmen will be given the opportunity for Spiritual Growth through the “Worthy Life Program”

- 6-12th Grade (Navigator and Adventurer) is an achievement based program that focuses on the understanding and mastery of the skills needed for a Christian man of good character. Additionally, the Trailmen will be given opportunities for Spiritual Growth and learn/practice Godly discipleship
- All age groups will have the opportunity to participate in outdoor, age appropriate adventure activities
- All age groups will have the opportunity to organize and participate in age appropriate service activities

**Resources:**

Trail Life USA will need a variety of resources to survive and thrive as a ministry:

- Rooms in Building B—the number of kids and leaders will determine the number of rooms needed.
- Additionally, having access to a “large” “high ceiling” room (i.e. Fellowship hall) would be ideal for flag ceremonies and occasional indoor activities.
- Troop Leadership will need to meet 1-2x per month.
- The troop requests financial support which will be based on the number of Trailmen enrolled in the program. Church funds will be used for chartering/national fees, troop supplies, badges, books and troop gear.

## Vacation Bible School (VBS)

**Ministry Purpose:**

Vacation Bible School (Age 5 - completed 5<sup>th</sup> grade) is a concentrated, themed 5-day event where the faith story is presented throughout the morning as children, youth, and adult volunteers play, make crafts, learn about missions, and are taught God’s Word. All resources are Bible-based and biblically accurate. The learning and activity features are appropriate for each age group of children. VBS is geared towards fun, yet grounded in God’s truth. This event is outreach driven as it plays a key role in new families as they move into the area in making connections for the first time at Grace. It also plays a significant role in children coming to Christ.

**Ministry Activities:**

Using a rotation model where groups of children rotate to different ministry areas such as worship, play, crafts, and hearing the gospel presented throughout the morning. They are grouped in small groups so connections and friendships can begin. There are over 20 lead positions that require some amount of work 3 - 5 months prior to the start of VBS. We will utilize most classrooms as well as parts of the outdoor field for recreation each day the week of VBS. Walking in the power of the Holy Spirit, children will come to know Christ that week as a result of all the preparation and prayer that has gone into this event.

**Resources:**

There are over 20 lead positions that require some amount of work 3 - 5 months prior to the start of VBS.

**Lead Team --**

VBS Director  
Preschool Director  
Preschool Craft Lead  
Elementary Craft Lead  
Elementary Recreation Lead  
Music Rotation Lead  
Dance Team Lead  
Preschool Bible Story Lead  
Missions Lead x4  
Elementary Bible Story Lead x 4  
Registration Lead (Children)  
Assistant Director  
Decorations Lead

**Others --- 100+ Adults and Students**

Rotation Assistants  
Hallway Helper  
Decorations Helpers  
Age Group Shepherd Coordinators  
Administrative Weekday Helpers  
Prayer Team Members  
Shepherds  
Offering Counters  
Sound Tech  
Safety/Security Team

# DISCIPLESHIP – GRACE STUDENTS (GS)

## **Ministry Purpose:**

The driving verse for the Student Ministry at Grace is Ephesians 4:15, “Rather, speaking the truth in love, we are to grow up in every way into him who is the head, into Christ.” The purpose of Grace Students is to disciple students through mentoring relationships, biblical community and Bible teaching, with a strong emphasis on partnering with parents. Student ministry is supplemental to the parents’ God-given role as the primary disciplers of their children. We provide resources and encouragement for parents as well as students, to support and equip them as they disciple their families.

## **College & Young Adults**

### **Ministry Purpose:**

To disciple young adults through Bible study, spiritual growth, building a biblical worldview on the foundation of the Word of God, and encouraging them to fulfill the Great Commission in their family, community, and workplace.

### **Ministry Activities:**

The purpose within Grace Young Adults is prayerfully fulfilled through three primary activities: small groups, fellowship, and Passion. In small groups, young adults will engage in formative Bible study and discussion to discover their identity in Christ, the foundation of the Word of God, and how living and walking by the Spirit helps them to live the abundant life that Christ offers. In fellowship events, young adults will prayerfully experience the body of Christ and its love for one another and their neighbors. Encouragement and accountability takes place here as well. Finally, at the beginning of each year, young adults are encouraged to attend the Passion conference, a three day event ministering to young adults aging from 18-25 with the purpose of challenging them to live for Christ throughout the rest of the year, impacting their college campus, families, and workplaces.

### **Resources:**

The Young Adult Ministry consists of four leaders which facilitate the weekly small groups as well as coordinating and implementing the events. This team consists of Phil Gay, Tom and Lisa Glidwell, and Nolan Rumble.

Our small groups meet in Buildings C. Budgeted money is used to help with the Passion conference and to assist with outreach, equipping, and food for community events.

## **Discipleship**

### **Ministry Purpose:**

As an aspect of Grace Baptist Church and Grace Students (GS), we strive to encourage students to become disciples of Jesus through various events. GS will create events that give students

experiences that will help them engage in God's transforming work. This begins with their personal faith and walk as they accept Christ as Lord and Savior. Transformation is also evident by a student's connection to a body of believers. Along with God's transforming work, we strive to equip them through special events to learn and become active servants and leaders. Along with transforming and equipping students, God is tasking Grace Students to develop events that give students experiences with being sent as well as empowering them to answer the call of God to go into the world and to participate in His redeeming work. GS Events will also focus on parent equipping, serving as a supplement and encouragement to parental discipleship by scheduling workshops for equipping and events for community and accountability.

### **Ministry Activities:**

GS Events envisions, plans, organizes, and executes special events throughout the year to impact students according to the Great Commission. The special events that GS executes include gender specific retreats in the fall, a student leadership council retreat in the fall, JOURNEY in the spring, graduate celebration at the end of the school year, Ultimate Frisbee League and WAC Week in the summer, and parent equipping workshops in the fall and spring. Each of these events aligns with the annual direction of Grace Students. Each event is designed to coordinate, support and reinforce the focus and purpose of each of the other events.

### **Resources:**

GS Events utilizes many resources to execute the various plans of each event. The needed resources to execute the various events include camp facilities (lodging and food), transportation (vehicles and fuel), activity supplies (equipment and materials), communication pieces (graphics and t-shirts), curriculum, guest speakers, guest worship leaders, food supplies, and facilities rentals.

## **Missions**

### **Ministry Purpose:**

As an aspect of Grace Baptist Church and Grace Students, GS Missions strives to encourage students to become disciples through missional living. GS will organize and equip students to be on mission by providing students experiences that will help them engage in God's redemptive work and transformation. This begins with their personal faith and their walk as they accept Christ as Lord and Savior. Transformation continues as the Spirit enables them to live according to His power and to participate in God's redeeming work around them.

### **Ministry Activities:**

GS strives to equip students through preparing for and engaging in mission opportunities locally, nationally, and globally. These mission opportunities help them learn to become active servants and leaders. GS also develops mission opportunities that give students experience in being sent as well as empowering them to answer the call of God to go into the world and participate in His redeeming work. GS Missions provides vision, plans, organizes, and executes special events throughout the year to impact students according to the Great Commission. GS focuses on special mission opportunities locally by resourcing opportunities within our congregation (Senior Adults, Single Moms, and Families of Deployed Service Persons) and our local neighborhoods. GS focuses on special mission opportunities nationally through a partnership with World Changers. GS focuses on special mission opportunities globally through various partnerships including Grace

Filipino Church, GBC Missions, and other mission planning organizations. GS Missions will also seek to encourage parent participation in mission activities.

**Resources:**

GS Missions utilizes many resources to execute the various plans of each event. The needed resources to execute the various events include camp facilities (lodging and food), transportation (air travel, vehicles and fuel), activity supplies (training, equipment, and materials), curriculum, food supplies, and hotels.

## Small Groups

**Ministry Purpose:**

Grace Students Small Group Ministry fosters Adult Small Group Leader relationships that encourage and equip while connecting them to a student small groups. Our equipping strives to disciple adults and encourages them to grow in their relationship with God as they mentor students. This adult leader focused small group ministry joins in God's continuing effort to Transform, (recruit) Equip, (train) and Send (connect) adults into the community as members of the body of Christ. We serve and minister adult Small Group Leaders and Master Teachers, who in turn mentor middle school and high school students. Our desire is that adult leaders will partner with parents to disciple the youth at Grace Baptist Church.

**Ministry Activities:**

The ministry is accomplished through: prayer; recruiting/assignment; training; fellowship; and service. An Adult Small Group Leader is placed into a group of students. The adult will be a resource for growth, an encourager, a mentor, and a connection for each of the students in their group. The small group is a part of an interactive, discussion oriented teaching model where adults and students work together to learn and grow by studying God's word. Adults connect with students individually and communally to grow relationally and spiritually. Another adult is assigned to multiple groups as a Master Teacher to lead the students and Small Group Leaders in study/discussion. The groups use local mission initiatives to find ways to express God's love to the community. Students build relationships with each other through structured fellowship activities and outside of structured church events. We pray for the adults who lead our students as well as recruit (transform) adults into the GS ministry. We conduct training (equip) sessions for the adults as well as connect (send) their small groups to community / church outreach / service projects.

**Resources:**

The expenses for Small Groups are used to train adults, to empower our community to connect in a mentor relationship, to connect a community of believers who share the desire to grow, and to allow students and adults to experience the grace and work of God. This will include such activities as GS Small Group Ministry initiatives, Training and Fellowship Activities to include curriculum and Small Group Leader training materials. The resources we need to accomplish this goal include classrooms, church vans, and monies for training and materials. Our team currently consists of over 20 leaders who lead, teach, and disciple our students ranging from 6th-12th grade.

# Student Worship

## **Ministry Purpose:**

As an aspect of Grace Baptist Church and Grace Students, GS Worship strives to encourage students to become disciples through worship. Student Worship will organize and equip students to lead and facilitate worship on Wednesday evenings during The GREENHOUSE by providing students with opportunities to train and use their musical gifts and experiences with the student body of Grace. We will work to engage in God's redemptive work and transformation as we seek to lead students in worship. We will focus on their spiritual development as believers and worship leaders as the Spirit enables them to live according to His power and to participate in God's redeeming work around them.

## **Ministry Activities:**

GS Student Worship strives to equip students through preparing for, leading, and engaging in weekly worship opportunities. These opportunities help them learn to become active servants and leaders among their peers. Student Worship will also work to develop outside worship opportunities to give students experience in being sent as well as empowering them to answer the call of God to go into the world and participate in His redeeming work according to the Great Commission.

## **Resources:**

GS Student Worship utilizes many resources to execute the various plans of each event. The needed resources to execute the various events include music subscriptions, staging, instruments and equipment, skills training, and the Worship Center.

# OUTREACH MINISTRY AREA

## ACTS

### **Ministry Purpose:**

The ACTS food collection ministry focuses on collecting non-perishable food items for the ACTS Food Pantry. Meeting some of the physical needs of our lower income community members is the purpose of the ministry.

### **Ministry Activities:**

Grace Baptist Church attendees donate items for the ACTS food pantry each week. On a regular basis the items are collected and taken to the food pantry where our donation is weighed and accepted by ACTS. The weight collected each month is reported to the Connections Pastor. A goal of a minimum of 300 pounds per month has been set. The weight for each month is reported to the church body in the worship bulletin.

### **Resources:**

A large shelf is located in room A107 of Building A to receive donated items. The ministry leaders have graciously donated the use of their vehicle and the cost of fuel for transporting the collected items.

## Discover Grace

### **Ministry Purpose:**

Discover Grace exists to bridge the gap between Grace Baptist Church and its guests.

We offer Discover Grace classes throughout the year for all who are interested in learning if God is calling them to make Grace their church home. During the class we explain our church's beliefs and purpose, while Ministry Staff members share about themselves and their ministries at Grace. The staff then meets individually or in very small groups to share their testimony and have the Discover Grace guests prepare and share their testimony. If the opportunity presents itself the staff member will pray with anyone who wants to accept Jesus. We offer class participants the opportunity to join a small group and to become a covenant member

The Discover Grace Ministry is the front-line of connecting people to our church family. It is the first step in the process of transformation, equipping and sending.

### **Ministry Activities:**

1. Offer Discover Grace several times throughout the year to new comers and those looking to get involved in ministry at Grace.
2. Provide attendees with a packet of information about Grace and its ministries.
3. Connect attendees with appropriate ministry leader to answer questions and to help facilitate service.

**Resources:**

Each Discover Grace class requires food and beverages for attendees and staff, decorations and tablecloths, two-pocket folders, nametags, covenant cards and pens. Bibles are available to give to anyone who accepts Jesus.

## Grace Out Front

**Ministry Purpose:**

To create a guest environment that radiates Christ's passion for people.

Welcoming guests, regular attendees, and members to GBC in a way that communicates their value and significance to us as a body of believers and to God as his image bearers.

**Ministry Activities:**

Grace Out Front involves both Greeting and Ushering.

Greeters will greet in the parking lot, at the front door, at the welcome desk, and inside the worship center.

Ushers will hand out bulletins at the entrance to the worship center, will assist guests in finding a seat as needed, assist in the collection of the offering, and participate in the Lord's Supper as needed.

Grace Out Front will:

- Recruit Grace Members who are passionate about creating a welcoming environment at Church.
- Train volunteers as needed to assist first time guests through the process of getting a record of their visit and getting their kids (if applicable) escorted to their class.
- Greet the church as we gather for Saturday/Sunday worship experiences.
- Assist in greeting at various outreach events as scheduled throughout the year.

**Resources:**

- First time guests will receive a gift and information about GBC.
- Greeters and Ushers will be equipped with name badges.
- Mints at the Welcome Desk.
- Customized pens for the purpose of note taking during the message AND as a tool to be left in the community as a reminder of Grace's presence.
- Food and drink at training meetings.

## Helping Hands of Grace

**Ministry Purpose:**

The purpose of the Helping Hands of Grace (HHOG) ministry is to meet physical and spiritual needs of the homeless population of Prince William County (PWC), specifically the homeless located near the PWC Winter Shelter. Through our association with the Cooperative Council of



Ministries, HHOG partners with other local churches and government services in our area in an organized effort to assist the local homeless population. HHOG also provides an opportunity for the church body at Grace Baptist to recognize the needs of less fortunate individuals and an avenue to address those needs in a practical way.

**Ministry Activities:**

Each Friday night throughout the year, HHOG hosts a “Friday Night Dinner” at the church for about 30 homeless individuals who stay at the Winter Shelter or in the woods nearby.

Transportation to and from the church is provided each week. The ministry leaders coordinate volunteers to prepare food, serve meals, and drive the vans. During our “Friday Night Dinners” volunteers are able to spend time with our guests and engage them in conversation.

HHOG also provides spiritual “nourishment” to our guests through the ministry of sharing testimonies. Members of Grace are asked by our testimony coordinator to share their testimony at HHOG and interact with our guests every Friday night. Our hope is that our guests will hear how God has changed the lives of our members and be interested in knowing God for themselves. The testimony coordinator is available to pray with guests if they so desire.

In addition, two times a year, the ministry provides breakfast, lunch and dinner usually for 3-4 consecutive days to residents at the Hilda Barg Homeless Shelter.

**Resources:**

The budget for HHOG is used to meet some of the physical needs of homeless persons, such as clothing, footwear, and items to combat the cold. Bibles are also purchased and given out.

Volunteers purchase, prepare and serve the food and drive the vans. HHOG purchases gas for the 3 church vans as needed and may need to purchase food to supplement what has been provided by volunteers.

## Hispanic Ministry

**Ministry Purpose:**

To provide a worship experience for Spanish speakers in their native language that draws them into a growing relationship with Jesus Christ as Lord and Savior.

**Ministry Activities:**

Grace Baptist Hispanic Ministries (GBHM) meets each Sunday for discipleship classes, small groups, and for Worship Service. GBHM is led by Pastor Ernesto Molina, and a team of volunteer lay leaders assist with worship and discipleship. We provide equipping for our attendees through discipleship classes, Bible studies, and retreats. We offer training for our leaders through the NorthStar Church Network and other similar leadership development opportunities. Periodically GBHM engages in special outreach initiatives to our local Hispanic community

**Resources:**

GBHM purchases music and musical equipment to facilitate worship, and provides food for monthly fellowship gatherings. GBHM purchases Bibles for new believers and for outreach purposes, and materials for Bible studies and discipleship classes. Various communications and

media supplies are purchased as need arises. The Hispanic Pastor purchases materials to aid in preparing sermons and providing pastoral care to his congregation.

## Missions Team

### **Ministry Purpose:**

The purpose of Grace Missions is to enable the members of the Grace community to be obedient to the Great Commission, sharing the love of Christ as they go, serve and disciple. We endeavor to strengthen and encourage believers to go across the street and around the globe sharing the gospel and making disciples. We equip believers to share their faith with others, thus multiplying the gospel exponentially. Our desire is to share the gospel and establish the church among unreached peoples in local, national and global areas. All members of the Grace family are invited to support Grace Missions through praying, giving, sending or going.

### **Ministry Activities:**

Grace looks for opportunities to see where God is at work around us and then responds by developing outreach opportunities to impact and transform these places. Our responses can include sending teaching and service teams to a foreign country or a city in our own country, or engaging in local outreach efforts such as sport camps, Community Vacation Bible Schools, “yard sales” and providing food, clothing and meeting other physical needs. All this is done with the goal of offering opportunities to share the gospel.

Grace equips believers to proclaim their faith and make disciples through ongoing training and special missions conferences, classes and hands-on learning in the field.

We support long-term missionaries from the Grace family in the global mission field financially and by sending short-term teams to serve alongside them. In addition, Grace missions partners with and supports national and international missions agencies, such as the Baptist General Assembly of Virginia and the International Mission Board, to assist them in taking the gospel to unreached peoples.

### **Resources:**

We provide funding and supplies for our many projects. Items required can include facility rental fees, outreach materials, communications materials, food, clothing, and training scholarships.

We provide funding to cover a portion of the total cost of sending teams on short-term global and regional missions trips including airfare, lodging, food, teaching materials, visas, and training. In addition, we provide funding for projects, supplies or special needs in the area served.

We also provide direct monetary support to many local, state and international mission agencies to further their efforts to share the gospel. Support goes to:

- ACTS
- CareNet Pregnancy Resource Center
- Bill Mehr Drop in Center
- Fellowship of Christian Athletes
- Good News Prison Ministry

- NorthStar Association
- Young Life
- Annie Armstrong State Offering
- BGAV State
- VA Baptist Children's Home
- Grace Inside Prison Ministry
- International Mission Board
- Voice of the Martyrs

## **Mothers Of Pre-Schoolers (MOPS)**

### **Ministry Purpose:**

MOPS desires to encourage, equip, and develop every mother to realize her potential as a woman, mother, and leader in the name of Jesus. At our bi-monthly meetings we provide an opportunity to meet other moms and take the journey of motherhood together. We reach out to each individual mother, no matter where she has been, what she has done or how she is choosing to live her life today. We embrace believers and non-believers alike, and all ethnic and socioeconomic groups, providing a warm and welcoming Christian environment. We come together to fellowship with each other, to share experiences, to learn from one another and support each other. MOPS welcomes both mothers of preschoolers and mothers of elementary-aged children to our monthly meetings. Preschool moms and elementary moms each join a table of other mothers in the same stage of motherhood but all tables share a meal, the message, prayers and activities together.

MOPS will continue its focus of being a bridge between the community and the church. In order to build bridges, MOPS will engage in various outreach opportunities throughout the year. Examples include: hosting a Christmas party at Brookdale Senior Living Center, showing appreciation to local firefighters by baking cookies and delivering them to the station, raising awareness about Care Net PRC's fundraising opportunities and supporting Community VBS. Each year the steering team will assess opportunities and choose outreach events for that year.

In obedience to God's commands, MOPS will disciple mothers through acts of Christian humility and through devotion to prayer. We will provide families with meals during times of sickness or loss, recovery from surgery, or family transition after pregnancy. We welcome military moms to our group and give support before, during and after a deployment. Our desire is to transform our moms through being bold in our devotional teaching; and sending a message home with each mom that will encourage them to seek a relationship or build their relationship with Jesus Christ.

### **Ministry Activities:**

MOPS will meet as one group twice each month, September through May. The MOPS Steering Team will retreat during the summer to pray, plan, and prepare the outline for the entire year of MOPS meetings. Our regular meetings will include a devotional, a call for prayer requests and a presentation of a topic based on our yearly MOPS theme. This will be delivered by a speaker who has strong Christian character and insight or through large group presentation and discussion. Finally, we will have additional discussion time for fellowship that may involve a creative activity or craft.

Through the aid of our mentor moms and discussion group leaders we will listen for openings to share the gospel and help mothers sort through questions they have regarding the gospel.

MOPS will offer childcare for each meeting, utilizing MOPPETTS volunteers and rotational assignments from the MOPS moms as needed. MOPS moms will be required to serve in MOPPETTS on an as needed basis during each semester of MOPS. This will offer the additional support and childcare volunteers needed to operate our MOPPETTS program. MOPPETTS will utilize paid childcare workers to ensure adequate, consistent coverage for all the MOPPETTS rooms when volunteers are absent due to illness or other reasons.

Our MOPS group will present the gospel during our meetings multiple times throughout the MOPS year. The four major presentations of the gospel are the Christmas devotional, Easter devotional, Tea and Testimony and one additional meeting.

We will hold an annual “Mops and Pops” dinner, designed to give couples a fun night out together. Childcare is provided during the dinner. We will also hold a casual “Mops and Pops” family event in the fall, no childcare is needed.

**Resources:**

MOPS collects GBC dues. Fees owed to MOPS Int'l are paid online. MOPS budgets monies for scholarships to support moms who need help paying the dues and fees. MOPS will utilize resources for each meeting to provide a craft activity, hospitality (food, decorations, and supplies) and an honorarium for guest speakers. We will also spend monies related to steering committee meetings and Discussion Group Leader support to include childcare. MOPS will pay for food, decorations, and activities related to the “Mops and Pops” dinner. A per person fee is collected to help support this event. MOPS will provide partial support for moms who wish to attend the MOPS Int'l Conference in October of each year.

## Next Steps- New Believer Discipleship

**Ministry Purpose:**

It's the desire of Grace Baptist Church to lead every believer to become a fully developed follower of Jesus Christ. Next Steps is a six week, one on one discipleship process that begins the journey of knowing Christ and making Him known.

**Ministry Activities:**

The ministry lead follows up with new believers and makes the connection between one of the pool of trained disciplers and the new believer. The two individuals commit to meeting regularly as the discipler builds a relationship where sharing your faith, Bible study, prayer, and accountability are modeled. The ministry also seeks to train and encourage those who have been disciplined to become disciplers (2 Timothy 2:2).

**Resources:**

The resources required are a place to meet and materials. The one-to-one partnerships sometimes use a classroom to meet for their discipleship time. The budget is for the purpose of paying 100% of the cost of the materials.

# WORSHIP MINISTRY AREA

## Guitar Class

### **Ministry Purpose:**

The Guitar Class will give adults and students a chance to explore the guitar with an intention of finding those God has called and equipped for worship leadership.

### **Ministry Activities:**

The Guitar Class is meant to be a comfortable, beginner level place for people middle-school aged through adult to learn the basics of playing the guitar. As part of this class, participants will play in worship services once or twice per year.

### **Resources:**

The only resources required for this ministry is a room to hold the classes.

## Lord's Supper

### **Ministry Purpose:**

The Lord's Supper Team will faithfully prepare the elements of the Lord's Supper for use in worship services at Grace. By doing this, we will assist in the process of transformation that is possible during worship. The Lord's Supper Team will make the preparation time one of worship by remembering the significance of the elements and praying for those worshipers who will consume them.

### **Ministry Activities:**

The Lord's Supper Team meets at church (usually the day before any given service) to prepare the elements for worship. We store them in a safe and hygienic way for distribution in worship.

### **Resources:**

Our budgeted money is used to purchase the juice, crackers, and plastic cups used in serving the Lord's Supper.

## Orchestra

### **Ministry Purpose:**

The Orchestra will seek to help the worshipping congregations of GBC become transformed through aiding in the worshipers ability to understand God's revelation each week in corporate worship. Orchestra will also equip those who play band or orchestral instruments through musically excellent and spiritually focused rehearsals. These rehearsals will prepare the players to be sent to share the Gospel in GBC's worship services through the medium of instrumental music.

### **Ministry Activities:**

We will meet in the Music Suite every Wednesday night during the school year for rehearsal (more sporadically during the summer). Sunday mornings we will meet in the Music Suite to tune and have

a brief rehearsal with the choir before going into the Worship Center to help lead the 11:05 am traditional worship service. We will also prepare music for the special services throughout the year such as Easter and other special concerts.

**Resources:**

The orchestra needs to purchase music that will be prepared to present every other week in worship. We also need to purchase the music we play in special services such as combined worship events and special concerts.

## Worship Band

**Ministry Purpose:**

The Worship Band will seek to help the worshipping congregations of GBC become transformed through aiding in the worshipers ability to understand God's revelation each week in corporate worship. We will also equip adult singers and players through musically excellent and spiritually focused rehearsals. These rehearsals will prepare singers to be sent to share the Gospel in GBC's worship services through the medium of modern worship music.

**Ministry Activities:**

The Worship Band will rehearse regularly (usually weekly). We will prepare spiritually and musically to lead three of Grace's worshipping congregations in weekly worship. We will also lead the congregation once each semester in special worship events we will call "Acoustic Worship Night." In addition, we will partner with the Orchestra and Choral ensembles to provide worship leadership for special services such as Christmas Concerts, combined worship events, Easter, and any other services as needed.

**Resources:**

We will use our budgeted money to purchase new music and other items needed to carry out our ministry calling.

## Vocal Ensembles

**Ministry Purpose:**

The Vocal Ensembles will seek to help the worshipping congregations of GBC become transformed through aiding in the worshipers ability to understand God's revelation each week in corporate worship. Vocal Ensembles will also equip adult singers through musically excellent and spiritually focused rehearsals. These rehearsals will prepare singers to be sent to share the Gospel in GBC's worship services through the medium of vocal music.

**Ministry Activities:**

The ensemble will rehearse regularly (weekly). The Worship Choir will (along with the Orchestra) lead the Traditional service in worship each week. In addition they will prepare special anthems to be presented every other week as well as lead in special services such as combined worship events, Easter, and the other special concerts.

**Resources:**

We will use our budgeted money to purchase new choral music for use in regular worship services and special services like Christmas, combined worship events, Maundy Thursday, Good Friday, Easter, and any other event as needed.

## Prayer Room

**Ministry Purpose:**

The purpose of the Prayer Room Ministry is to seek God for His will, guidance, blessing and provision during the various services and activities on the campus of GBC and at special events offsite, thereby joining God in His work of transformation. Our purpose is also to pray for congregants, staff and guests as they participate in worship services and special events and as they submit themselves to God working in their lives.

**Ministry Activities:**

The Prayer Room ministry team staffs the Prayer Room during services and special events. When someone comes into the Prayer Room, we pray for them and give them uplifting, educational resources to help guide them in their personal prayers. We will also pray for someone to receive Jesus as Lord and Savior if that is their desire. We hold three gatherings each year for training, edification and fellowship.

**Resources:**

We will use our budget for food and resources related to recruiting, training and orientation events, and fellowship events. We will also expend funds to attract and equip new members to our ministry team.

## Media-Tech Ministry

**Ministry Purpose:**

As an aspect of Grace Baptist Church and Worship Ministry, we will strive to encourage the body of Christ to become disciples through worship. We will organize and equip members to lead, support, and facilitate worship by providing members with opportunities to train and use their technical/artistic gifts and experiences within the body of Grace. We will work to engage in God's redemptive work and transformation as we seek to lead the body in worship. We will focus on their spiritual development as believers and worship leaders as the Spirit enables them to live according to His power and to participate in God's redeeming work around them.

**Ministry Activities:**

The Media-Tech Ministry strives to equip members through preparing for, leading, and engaging in multiple weekly worship opportunities. These opportunities help them learn to become active servants and leaders among the body. We will also work to develop outside opportunities to give members experience in being sent as well as empowering them to answer the call of God to go into the world and participate in His redeeming work according to the Great Commission.

**Resources:**

We will use our budget money to purchase items like new microphones, cables, software updates, etc. that are necessary for the performance of our ministry.

## Visual Arts

**Ministry Purpose:**

The Visual Arts Ministry will enhance the worship of GBC through complimenting the teaching themes of the Sr Pastor's messages or bringing attention to the Christian year. By doing this, we will assist in the process of transformation that is possible during worship. We also seek to connect with attendees and members of GBC who have gifts and a calling to Visual Arts Ministry, equipping them for ministry.

**Ministry Activities:**

The Visual Arts Ministry will collaborate with the leader of the Worship Ministry and other church leaders to add thematic visuals to events in held in the Sanctuary.

**Resources:**

Our budget is primarily used to purchase new material for visuals in the Sanctuary. We also use this budget line to purchase the table decorative elements used in the Maundy Thursday worship service (Mediterranean foods).



## **Counting Team**

### **Ministry Purpose:**

The counting team has responsibility for collecting and counting monetary gifts to our church for the bank deposit, while keeping all donor information confidential. Our desire is to be good stewards of God's money for Grace Baptist Church.

### **Ministry Activities:**

The counting team meets regularly to count money for the bank deposit. We count the money in a secure room, and always have at least two people to oversee the counting process. We verify each other's work and sign off on appropriate documents such as the main deposit sheet, cash & coin sheet. We record designated gifts on a separate sheet for accurate recording.

### **Resources:**

The counting team needs a secure room, calculators, paper, pens, coin wrappers, coin trays, cash trays, small baskets, stamps, deposit slips, deposit bags, coin bags, rubber bands, and paper clips.

## **Communications Team**

### **Ministry Purpose:**

The purpose of the Communications Team is to effectively communicate information about church ministries and activities to the Body and to our community that is attractive, interesting, accurate, and timely. Effective communication is one tool to inform and involve people in ministries where they can be Transformed, Equipped and Sent.

### **Ministry Activities:**

The main activity of this ministry is to publish the bulletin, monthly calendar, email newsletter, website, video ads, posters, tickets, social media postings and other means of communication. The team seeks, using various communications methods, to integrate and celebrate faith stories in our content, and explore how to better use social media to communicate. The team continues to investigate additional ways to effectively communicate and present our message to those at GBC and in our community.

### **Resources:**

This ministry is performed by the staff, supplemented by service and expertise from the church body. Resources for design, production, and distribution of communications materials (i.e. copies) are budgeted in the Church Operations budget line.

# Facilities Team

## **Ministry Purpose:**

The Facilities Team provides oversight for major campus facilities related issues. This includes planning for long term facilities maintenance, monitoring immediate facilities related needs for the church, and making informed decisions and execution about these needs based on the knowledge and experience of the members of the team. The primary objective for this team is to make decisions with the guidance of the Holy Spirit that will result in responsible capital expenditures for facilities maintenance.

## **Ministry Activities:**

In addition to the normal wear the church facilities will endure, the Facilities Team will monitor and make adjustments for various facility needs. The team reviews immediate needs and makes evaluations and decisions for those needs. It also provides regular input into the long term maintenance plan for the church in an effort to minimize the expenses of the church while maximizing the effectiveness of the facilities we use, and develops long term relationships with contractors that can be called upon for reliable and trustworthy workmanship for the church.

## **Resources:**

This ministry is done by a team from the body with expertise and interest in church facilities. They direct financial resources from the Building Fund and Capital Fund.

# Finance Committee

## **Ministry Purpose:**

To manage the financial resources required to transform, equip and send the body of Christ at GBC.

## **Ministry Activities:**

On an annual basis, a budget is built to support the ministry plans of Grace Baptist Church. The Finance Committee supports the Executive Pastor in overseeing the budget build process and presenting it to the body for approval. This budget is the primary tool used to manage the finances God provides to GBC. The Finance Committee uses this budget to monitor the financial execution throughout the year and provide reports of GBC's financial status to the body on a tri-annual basis. The Finance Committee meets monthly to review budget performance and address financial concerns of GBC. The Finance Committee may be called on as needed to:

- Investigate financial tools in support of the operations of GBC (loans, policy, bank instruments, legacy giving,)
- Update Financial Policy
- Research financial tools/methods that may be used to improve the management of the assets of GBC
- Make recommendations to the Ministry Council on the potential implementation of these tools.
- Oversee the selection of an auditing firm to provide an Audit, Review or Compilation of the financial records of GBC as directed by the Ministry Council.

## **Resources:**

The Finance Committee needs access to a conference room on a monthly basis to hold committee meetings.

## Grounds Team

### **Ministry Purpose:**

The purpose of this ministry is to glorify God by using our time and talents to help to make our campus grounds a beautiful and welcoming place for those who attend and visit our church.

### **Ministry Activities:**

The Grounds Team of dedicated volunteers plan and conduct a variety of workday tasks. Tasks include church staff project requests, project requests from other church ministries and performing routine quarterly ground's maintenance that needs to be accomplished on the Grace campus. The team lead assists the church staff in the bid review and selection of the annual Grounds Maintenance contract. The team also partners with volunteers from two other GBC ministries, My Brother's Keeper Men's Ministry and Facilities Team, to perform the GBC Ground's Trinity Team. The team established a quarterly calendar with scheduled work days that allows team members to plan ahead. They will then know if they can work, giving the team lead the total number of workday volunteers in order to prepare task assignments on the workday.

### **Resources:**

The majority of grounds maintenance is performed by a landscaping and grounds maintenance contractor. A team from the church body works on three scheduled work days during the growing season (Apr-Jul-Oct) to supplement the contractor's work, perform special landscaping projects, add new and seasonal plantings and do routine or special maintenance on the beds and other areas. Funds are budgeted for the landscape contractor and tools, plants, and plant care materials. Fuel costs for special equipment used by the Ground's Team such as a chain saw, leaf blower or a Bobcat Tractor is donated as a gift, and not part of the budget to be reimbursed.

## Library Team

### **Ministry Purpose:**

To provide quality Christian resources to equip and encourage church members and leaders to walk in the power of the Holy Spirit and share their faith.

### **Ministry Activities:**

- The Library team will have the church library open for members around scheduled worship times on Sundays, Wednesdays, and Saturdays.
- The Library team will purchase and process new materials, run circulation, and assist members.

### **Resources:**

The library uses the budget to purchase new materials (books, DVDs, CD audiobooks) for adults, teenagers, and children. Our goal is to provide up-to-date, quality resources to equip and edify church members. The library budget also provides funds for processing supplies, such as labels and cards, and for our annual Resource Mate software support agreement.

# Medical/Safety Teams

## **Ministry Purpose:**

The Safety Team was created to help prepare for emergencies at GBC. The main responsibility is to help to respond to security related situations and emergencies at GBC. This includes helping assess/diffuse potentially confrontational situations, help stop those who intend harm, help law enforcement personnel (or armed attenders) to be aware of each other, and help with other emergencies. This will be accomplished by identifying those with the experience and willingness to help; creating and implementing a communications plan between team members and church leadership; planning, staffing, and implementing a schedule of volunteers to man “observation” locations during events and services at the church; and providing regular training to Staff, Small Group Leaders, and potentially the church body.

## **Ministry Activities:**

The Safety Team will provide security oversight for the church to include the parking lot during services and events. This will include volunteers to man posts to observe each building and the parking lots. This will provide someone who can contact emergency services and notify church officials in the case of any type of emergency. They will hold monthly meetings to discuss logistics and build an updated Safety/Crisis Response Plan. They will brief church leadership and Small Group Leaders to increase awareness and volunteers.

## **Resources:**

The Safety Team will meet monthly to maintain congruence with each other and church leadership. A regular room will be reserved once a standard meeting time is decided by the team. Handheld radios have been purchased for communication purposes for the Security posts. Funding for additional security items may be needed upon identification and prioritization.

# Personnel Committee

## **Ministry Purpose:**

The Personnel Committee maintains a consistent and professional process for interaction with and between GBC staff. Committee members work to assure employees have appropriate provisions including wages, benefits and necessary resources to fully engage in their role. Committee members also make every effort to assure that the working conditions for all staff are appropriate and comfortable thus enabling them to participate in transforming, equipping and sending others. Additionally, each member of the Personnel Committee is assigned as an advocate to one or more of the staff members. As an advocate, the Personnel Committee member actively engages staff to assure that they know they have someone in which to confide and someone to pray for them continuously.

Finally, as necessary, committee members pray, seek, identify, interview and select ministry candidates to bring before the Body to fill vacant positions to assure that GBC is fully staffed and operational. The committee also works with the Executive Pastor to pray, seek, identify, and select administrative staff members to fulfill support roles.

**Ministry Activities:**

- Compile permanent records of all committee work. Abide by committee protocol and Rules of Order for decision making.
- Update Personnel Policy Manual as necessary based on policy change and Ministry Council approval.
- Pray, discuss, propose and act on employee issues
- Propose cost of living increase and other employee benefit adjustments as appropriate.
- Review Staff Categories and parameters of each.
- Regularly conduct assessments of Ministry Staff sizing based on church attendance and needs of the congregation along with the leading of the Holy Spirit.
- Regularly review wages and benefit options for all categories of staff.
  - Follow up with Finance Committee as necessary

**Resources:**

The Personnel Committee does not have need for a budget per se. However, the Personnel Committee does make recommendations to the Finance Committee regarding the annual budget. These recommendations include but are not limited to cost of living adjustments (COLA) for staff, cost of benefit changes, salary for new hires, ministry staff sabbaticals, and anniversary gifts for staff reaching major milestones in service at GBC.

## Photography Team

**Ministry Purpose:**

The Photography Ministry Team serves the body of Grace Church by taking pictures of significant and special events, as well as Discover Grace and baptisms. We produce pictures to preserve memories of historic events, and to share with the families of baptism candidates to free them from the task of photographing the baptism. Pictures are often displayed in various locations at the church or in other media.

**Ministry Activities:**

From the written or verbal requests of staff, the ministry leader asks the team for volunteers to photograph specific events. The team member is then responsible for taking the pictures and then editing and compiling them on disc to return to the church office.

From time to time, requests from leaders of individual GBC ministries may request a photographer to document activities in his or her ministry. As in the other duties, the ministry lead will ask the team for volunteers to take pictures for those other ministries.

The photographer's enthusiasm for the event and the people there is as important as the pictures. The team member should be a supportive and positive participant while also being sensitive to the spiritual and personal nature of the event, especially in the case of baptisms.

**Resources:**

Team members provide their own cameras and discs. Grace Church produces physical prints for display or copies for those who request them.

# Trustees

**Ministry Purpose:**

Grace Baptist Church is not incorporated. In order to enter into property agreements, our Trustees sign documents on behalf of the Body. The Body elects at least three trustees to hold the church's property in trust. The trustees don't have the ability to buy, sell, mortgage, lease, or transfer any property without a specific vote of the Body authorizing them to do so. Trustees serve indefinitely.

**Ministry Activities:**

The Trustees continue to conduct business as required by the GBC by-laws and Virginia state law, and as directed by the church body.

**Resources:**

No financial resources are necessary for this ministry.