



*Planning Teams exist for planning.  
Ministry Circles exist for mission.*

## **What is a Ministry Circle?**

Ministry Circles are the working groups for each area of ministry as identified by the Teams. Ministry Circles may be individuals or small groups, volunteers and/or staff. Circles may work independently, receiving direction and support from the Convener as needed. Members of Ministry Circles meet biannually with their Team to recognize their ongoing contributions and to identify any areas needing improvement or additional support.

Composition: Team Leaders work with the People Team to recruit volunteers/staff to work independently or in small groups on specific task.

## **What is a Ministry Circle Contact?**

### **JOB DESCRIPTION FOR MINISTRY CIRCLES CONTACT**

Qualities:

- § shows genuine interest in the particular area of ministry
- § accepts responsibility for task
- § accountable to Planning Team through Team Leader or Circle Convener

Definition: Ensures the completion of a specific task. Tasks may be one-time, recurring or ongoing.

Responsibilities:

- § implements the ministry task in a way that meets their own particular interests and availability within the perimeters of the objectives set forth by their related Planning Team.
- § invites as wide a participation in the ministry as possible.
- § responds to volunteer referrals from the Team Leader or Circle Convener.
- § communicates with church office to publicize events, reserve space, and submit related bills.

Term: Work with a particular Ministry Circle has no defined endpoint, but during the annual contact with Calling Circle, members are encouraged to review and amend their Ministry Circle commitments.

10/13/11