



W A G G A W A G G A
EVANGELICAL CHURCH

Position Description - Service Leading Team Member

Colossians 3:23, 24

Whatever you do, work heartily, as for the Lord and not for men, knowing that from the Lord you will receive the inheritance as your reward. You are serving the Lord Christ.

Being a Service Leading Team member is an incredibly important contribution to what we are trying to do at WWEC. Our goal at WWEC is to bring as much glory to God as possible and the Service Leading team make a significant contribution to that by helping prepare people to hear God in his word. How the service leader introduces God's word can impact how members listen to the word and respond to it. In addition the service leader plays a role in setting the tone of WWEC. The service leader can assist in helping all in attendance to feel relaxed and welcomed. This is particularly important for newcomers as they come to hear about Jesus (some for the first time). The Service Leading team is not simply doing a task, but bringing great honour to God as they lead and love our church family and newcomers.

Brief Description

Service leading is a vital part of each service at WWEC. The Service Leading team member is responsible for leading people through the service from start to completion. Many sections of the service are completed by the service leader, including the welcome, announcements, prayer and conclusion. The service leaders have many goals; to prepare members to hear God in his word, to share key information with the church family, to lead members as we speak to God in communal prayer and to assist members to respond to God in his word at the completion of the service. Service leaders aim to do this to the best of their ability each time they serve in this task.

Detailed description of service leading

Read the background information and detailed instructions as outlined in the '*Serving Guide - Service Leading*'. There is additional guidance on leading prayer in the '*Serving Guide - Prayer*'.

Expectations

- Team members will be part of the team for the year (not limited to that time) and are encouraged to review their participation in this ministry at the end of the calendar year
- Team members will complete the service leading task on the dates they are assigned on the WWEC Roster. Where unavailable the team member will try to swap with another service leading team member. When a swap is made please;
 - text your Service Leading Team Leader and the Pastor preaching on that date (refer to roster)

- forward the reminder SMS received on the Friday before a Sunday service to the team member who agreed to swap
- Team members will be attending a Sunday service and a Bible Study group regularly
- Team members will adhere to WWEC Safe Church policy and agree with the WWEC Volunteer Code of Conduct
- Team members will understand and adhere to the WWEC WH&S procedure for incidents & hazards. If an incident occurs during service leading an 'Incident form' needs to be completed and provided to the Service Leading Team Leader. If the team member identifies a hazard/near miss during pack up a 'Hazard/Near Miss form' needs to be completed and provided to the Service Leading Team Leader
- Team members will take an interest in praying for other members of their team and church family
- In the event of any issues that arise in the course of serving in this ministry, the team member is to bring them to their team leader. If this is not possible, the team member can bring their concern to a member of the pastoral staff

Accountability

Team Members are to work under, support and accept the authority of Service Leading Team Leader.