

Bethel Lutheran Church Council  
Missions Ministry Position Description

**Job Title:** Missions Chair  
**Reports to:** Church Council  
**Position Status:** Volunteer - 3 year commitment

**Bethel Bylaws:**

**B1.05 MINISTRY COMMITTEES**

g. Missions

- 1) Shall support the mission of the Church to preach the Gospel and to make disciples for Christ.
- 2) Shall organize and facilitate the collection of materials and funds in order to extend Christian compassion and helpfulness and to make disciples for Jesus in the community, the nation, and the world.
- 3) The Pantry Committee is a subcommittee of the Missions Committee.

**The Council member for Missions shall:**

- Represent the Missions Ministry at Council Meetings
- Report on Missions to the Council and/or Congregation
- Manage the NALC, International, National, and Global Missions of Bethel
- Manage the Missions budget
  - Produce an annual Missions budget
  - Oversee disbursement of Mission funds
  - Coordinate with the Treasurer and/or Finance Team as needed
- Preside or make sure there is a Committee Member to preside at Missions Committee Meetings
- Insure that the clergy representative to Missions is informed and included
- Recruit or help to recruit leaders/coordinators for Missions that need them – some are funds only
- Assist leaders/coordinators of various Missions as needed
- Recruit or help to recruit leaders/coordinators for the Fish Fry – Missions Fundraising event
- Promote Missions to the Council, Congregation, and community
- Coordinate with the NALC and the Heartland Mission District on Mission matters