

Board of Elders

Personal Member Ministry Discovery Class Caller

Mission Statement: Personal Member Ministry helps us discover and develop our God given gifts and talents, empowering us for faithful and joyful service in every area of our lives, and building up the body of Christ as we serve God and others.

Description: The PMM Discovery Class Caller serves as part of the Invitation Team, assisting the PMM Coordinator and Discovery Class Coordinator in making contact phone calls to members of Trinity who are being personally invited to the S.H.A.P.E.D. class.

Qualifications:

- Has attended the Discovery Class (S.H.A.P.E.D.)
- Believes in the Personal Member Ministry vision
- Can clearly articulate what the class entails
- Great encourager
- Good listener
- Self-starter
- Good organizational skills

Responsibilities:

1. Make phone calls to members being invited to the class, using Call Sheet provided by the Discovery Class Coordinator.
2. Answer questions each member may have about the class.
3. Encourage each member to attend.
4. Sign up each member for chosen class.
5. Notify PMM Coordinator or Discovery Class Coordinator if any problems arise.
6. Possibly make reminder phone calls to members signed up for upcoming classes, or to members who didn't make it to a class they were scheduled to attend.
7. Provide a completed Call Sheet to Discovery Class Coordinator.

Time Commitment:

- 1 – 2 hours per month
- 1-year commitment

Relationships: The PMM Discovery Class Caller works with and under the PMM Coordinator and the Discovery Class Coordinator. The Caller also works with the members being invited to the class.

Training: The PMM Discovery Class Caller will be trained by the Discovery Class Coordinator.