

# Board of Elders

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## Personal Member Ministry Discovery Guide

**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 Guide assists members with their discovery process through means of a personal interview (guided discovery session). The guide will help the member understand his/her SHAPED profile and help the member find a good ministry fit.

### Qualifications:

- Spiritually mature, active member of Trinity Ev. Lutheran Church who is growing in the knowledge and grace of Jesus Christ through regular worship and Bible study
- Supports the concepts of the “Member Participation Vision of Trinity 2014” and the Personal Member Ministry Vision
- Strong communication and organizational abilities
- Has basic computer skills or is willing to learn
- Able to work independently and reliable
- Positive attitude and a great encourager
- People person
- Demonstrates good interview skills
- Has participated in the Discovery Class
- Understands that confidentiality is a MUST

### Responsibilities:

1. Personal Development
  - a. Take the Discovery Guide Training Class.
  - b. Learn and understand the fundamentals of all Trinity’s ministries.
  - c. Have a good understanding of the SHAPED profile.
  - d. Know and understand the different spiritual gifts and how they are used in ministry.
  - e. Be a servant who honors God in word and deed.
2. Working with Members
  - a. Serve the member personally.
  - b. Be a grand encourager.
  - c. Contact member to confirm scheduled appointment.
  - d. Meet with member to discuss and evaluate SHAPED profile.
  - e. Present each member with possible ministry fits.
  - f. Fill out G.I.F.T. form and return to PMM Coordinator.
  - g. Make follow-up phone calls to members, verifying ministry placement.

### Time Commitment:

- 10 flexible hours every other month, plus initial 8 – 10 hours for training class and research
- 1-year commitment

**Relationships:** The PMM Discovery Guide works primarily with individual members who have just completed the Discovery Class. The Discovery Guide also works together with and under the PMM Coordinator, Discovery Class Coordinator and Discovery Guide Coordinator.

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**Training:** The PMM Discovery Guide will be trained by the PMM Coordinator and Discovery Class Coordinator, through a 5-hour training class. Research material and basic computer information will be provided. Current Discovery Guides will also assist in the training of new Guides.