

Board of Adult Spiritual Growth

Women's Ministry Team Coordinator

Mission Statement: The Trinity Evangelical Lutheran Church Women's Ministry, rooted in Christ, emphasizes women ministering to women, for the purpose of equipping and encouraging women so they can evangelize in their homes, in the church, in the community and around the world.

Description: The Women's Ministry Team Coordinator is elected by the Women's Ministry team and approved by the Board of Adult Spiritual Growth. She serves on the Women's Ministry team as the director of the Women's Ministry programs.

Qualifications:

- Spiritually mature, committed female member of Trinity Ev. Lutheran Church
- Consistent in walk with Christ
- Faithful, available, and teachable
- Has a shepherding heart
- Elected by the Women's Ministry team

Responsibilities:

1. Act as liaison to the Board of Adult Spiritual Growth.
2. Secure funding for Women's Ministry through the Board of Adult Spiritual Growth.
3. Oversee the development of the Women's Ministry team and its adherence to the Women's Ministry vision.
4. Oversee planning of the overall Women's Ministry and its individual programs.
5. Prepare agendas and facilitate meetings of the Women's Ministry team.
6. Mentor and encourage the Women's Ministry team.
7. Grow as a leader through Bible study; retreats; training opportunities; personal reading and growth opportunities.
8. Attend Women's Ministry team monthly meetings. Contribute to discussions and work with dedication to accomplish all team goals.
9. Perform individual tasks as assigned by the Women's Ministry team, for the furthering of team goals.

Time Commitment:

- 8 hours per month
- 2-year commitment; may serve no more than two consecutive terms

Relationships: The Women's Ministry Team Coordinator works with the Women's Ministry team; the Board of Adult Spiritual Growth; the Administrative Pastor.

Training: The Women's Ministry Coordinator will be trained by the outgoing coordinator, and will continue to grow through reading material, researching other congregations' Women's Ministry programs, and attending Women's Ministry retreats or conferences when available.