

## **Journey With Christ**

### **Position Description: Church Finder Chair Person**

*“Each one should use whatever gift he has received to serve others, faithfully administering God’s grace in its various forms.” -1 Peter 4-10*

#### **General Qualifications**

- Live the life of a disciple daily through:
  - Prayer
  - Study
  - Service (action)
- Regularly attend a local church
- Actively participate in the Journey With Christ (JWC) Community:
  - Serve on at least one Journey Team each year.
  - Serve on Love Team and attend JWC weekend services (Send-off, candle light, Closing) at least once per year.
  - Pray for Directors, Team members, Board members, Community, and other Journey With Christ needs.

#### **Church Finder Responsibilities**

JWC Board Responsibilities:

- Participate in JWC Board Meetings to include:
  - Provide a report of activities since the last JWC Board Meeting.
  - Recommend changes to JWC Policies or Bylaws to address lessons learned.
  - Nominate Director candidates.
  - Nominate Board member candidates.
  - Participate in Board discussions.
  - Make motions.
  - Second motions.
  - Vote on motions brought before the Board.
- Participate in Board discussions that take place outside of official meetings (generally email discussions).
- Keep the Community informed of Journey With Christ activities, issues, and needs.
- Inform Board of Community issues and needs.
- Serve on a JWC Committee

Church Finder specific duties

- Schedule host churches for all JWC weekend events
  - Make initial contact with churches
  - Visit churches, as needed, to evaluate suitability for JWC weekend events
  - Sign church use agreements, as needed

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- Communicate host church information (physical address, use dates, contact person) to Treasurer for insurance purposes
- Communicate with the JWC Board any issues that may arise
- Communicate with the Walk Secretariat to avoid schedule conflicts
- Contact directors and inform them of any special limitations that may exist at a host church
- Act as a liaison between host church and director, if needed
- Follow up with host churches after JWC weekends
  - Ensure no follow up actions are needed (repairs, cleaning, or replacement of items)
  - Inform the JWC President of any issues that need to be addressed immediately
- Schedule location for all board meetings
  - Typically Trinity United Methodist Church in Ritzville

*“And let us consider how we may spur one another on toward love and good deeds, not giving up meeting together, as some are in the habit of doing, but encouraging one another.” - Hebrews 10:24-25*