



MINISTRY DESCRIPTIONS OF ASSOCIATIONAL OFFICERS, COUNCIL AND TEAMS



Task Description of the LEGAL OFFICERS OF THE CORPORATION

Election

- The Legal Officers of the Corporation shall be President/Director, Vice-President/Director, Secretary/Director, Treasurer/Director, plus two additional Directors. These officers shall be nominated by the Nominating Committee Association Council and elected at the Annual Session of the Association each year.

Qualifications

- Persons being considered for service as a Legal Officer of the Corporation shall be members of churches in Santa Rosa Baptist Association, and shall be persons of integrity, spiritual maturity, and stability in the community.

Responsibilities

- The Legal Officers of the Corporation shall be listed as the officers on the *Not-For-Profit Corporation Annual Report* to the Florida Secretary of State. These officers shall have the responsibility of conducting all legal transactions of the Santa Rosa Baptist Association. The officers must carry out any and all actions approved by the Association in Executive Committee or Annual Session, but shall carry out only such actions as approved by the Association in Executive Committee or Annual Session.

Ministry Description



Associational Council

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see the teams of the Association partner together in order for the Association to have churches that are empowered for missional engagement.
- Shall have a proficient knowledge of their respective Association Team and be able to present expressed needs from ministry “point persons.”

Duties:

- Shall coordinate the communication between Associational teams in order to accomplish the unified focus of the Association.
- Shall make recommendations to Executive Committee of actions to be taken in order for the Association to fulfill its unified focus.
- Shall oversee the calendaring of Associational events (Effort should be taken to schedule associational meetings in a round robin style with churches, i.e., not concentrate in one geographical part of the Association.)
- Shall annually nominate point persons to serve in the Associational teams.
- Shall develop and propose the annual budget.
- Shall oversee the credentials of SRBA churches and churches desiring membership into the Association, and make recommendations to the Executive Committee.
- Shall act as Supervisor to the SRBA staff.
- Shall coordinate the reports presented at each Executive Committee meeting.
- Shall serve with the other Associational Council members from the Associational teams (Administrative, Community Connection, Ministry Development, Leadership Development)
- Shall work with SRBA staff to ensure the Association is achieving its unified focus.
- Shall report to the SRBA Executive Committee.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Administrative Team:

Moderator



Election

- The Moderator shall be nominated by the Association Council and elected at the annual meeting of the Association and installed at the closing session of the annual meeting.

Qualifications

- Should be a person of outstanding spiritual maturity and commitment.
- Should be cooperative and supportive of the work of the ASSOCIATION and the denomination as a whole.
- Should be familiar with the structure of the ASSOCIATION and have a working knowledge of parliamentary procedures.

Responsibilities

- Shall support, promote and give leadership to the ministries of the ASSOCIATION by whatever appropriate means are available to him.
- Shall serve as the chief executive officer of the ASSOCIATION.
- Shall preside over meetings of the ASSOCIATION and Executive Committee.
- Shall be ex-officio member of all committees and program councils.
- Shall appoint committees that the ASSOCIATION or Executive Committee deem necessary.
- Shall serve as one of the eleven persons authorized to sign checks and withdrawals in the name of the ASSOCIATION. (See page 5, #16).

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Administrative Team:

Moderator-Elect



Election

The Moderator-Elect shall be nominated by the Nominating Committee Association Council and elected at the annual meeting of the Association and installed at the closing session of the annual meeting.

Qualifications

- Should be a person of outstanding spiritual maturity and commitment.
- Should be cooperative and supportive of the work of the ASSOCIATION and the denomination as a whole.
- Should be familiar with the structure of the ASSOCIATION and have a working knowledge of parliamentary procedures.

Responsibilities

- Shall support and promote the ministries of the ASSOCIATION by whatever appropriate means are available to him.
- Shall assist the Moderator and be ready to assume the responsibilities of the Moderator as may be required.
- Shall be responsible for introduction to the ASSOCIATION of new pastors and staff members.
- Shall be ex-officio member of all committees and program council.
- Shall serve as one of the eleven persons authorized to sign checks and withdrawals in the name of the ASSOCIATION. (See page 5, #16).
- Shall serve on the Associational Council

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Administrative Team:

Treasurer



Election

The Treasurer shall be nominated by the Nominating Committee Association Council and elected at the annual meeting of the Association and installed at the closing session of the annual meeting with the privilege of reelection.

Qualifications

- Should possess competence in basic good business practices, accounting procedures and skills.
- Should have a cooperative and supportive spirit concerning the work of the ASSOCIATION and denomination.

Responsibilities

- Shall support and promote the ministries of the ASSOCIATION by whatever appropriate means are available to him.
- Shall be responsible to have all funds received, deposited and disbursed, keeping accurate records of such transactions.
- Shall sign necessary legal documents as Treasurer of the Corporation.
- Shall serve as one of the eleven persons authorized to sign checks and withdrawals in the name of the ASSOCIATION. (See page 5, #16).
- Shall serve on the Associational Council.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Administrative Team:

Assistant Treasurer

Election

The Assistant Treasurer shall be nominated by the Nominating Committee Association Council and elected at the annual meeting of the Association and installed at the closing session of the annual meeting with the privilege of reelection.

Qualifications

- Should possess competence in basic good business practices, accounting procedures and skills.
- Should have cooperative and supportive spirit concerning the work of the ASSOCIATION and denomination.

Responsibilities

- Shall support and promote the ministries of the ASSOCIATION by whatever appropriate means are available to him.
- Shall assist the Treasurer as necessary, in having all funds received, deposited and disbursed, keeping accurate records of such transaction.
- Shall sign necessary legal documents, as required.

**Ministry Description**
Executive Committee Members**Membership/Election**



Each Executive Committee member shall be elected by his/her local church and ratified by the ASSOCIATION at the annual meeting. The Committee will include: (a) the elected officers of the ASSOCIATION'S departments teams; (b) the chairperson of the ASSOCIATION'S standing committees and boards; (c) the pastor and one other staff member (full-time, part-time, bi-vocational, or volunteer) from each member church, and two non-staff members.

Qualifications

- An active member of a church affiliated with the ASSOCIATION.
- Selected by the local church that person represents.
- Committed to and supportive of the ASSOCIATION and its work.
- Willing to attend the bimonthly meetings of the Executive Committee.

Responsibilities

- Attend at least 60% of the meetings of the Executive Committee.
- Be willing to support the programs, plans, and activities of the ASSOCIATION.
- Serve on any committee as requested.
- Become familiar with the work of the ASSOCIATION.
- Report the activities, programs, and plans of the ASSOCIATION to the church to which the member belongs.
- Attend the orientation session for all new Executive Committee members.
- The ASSOCIATION'S Executive Committee shall meet bimonthly, (December, February, April, June, August, and October) the first Monday and at other times as it deems necessary. The Moderator may call special meetings of the Executive Committee with the concurrence of the Administrative Committee Association Council. In the event the first Monday falls on a holiday, the meeting shall be on the following Monday.
- Detailed records of the meetings of the Executive Committee members will be kept in the ASSOCIATION office.
- A summary of action taken by the Executive Committee shall be reported at the Annual Meeting.

Ministry Description

Church Ministry Development Team: Family Life Team
Family/Marriage/Parenting Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.



Duties

- Shall submit a budget request to the Associational Council each year for “Family Life Group”
- Shall guide in determining the objectives, tasks and goals of the Family Life Program to strengthen the ministry to families in each church.
- Shall plan and execute such programs of training and teaching as it deems wise and useful to the member churches of the ASSOCIATION.
- Shall respond to member churches' requests for assistance in the areas of senior adult work, single adult work, and Family Enrichment.

Responsibilities

- Shall keep written records of plans and projections.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Family Life Team:
Children’s Point Person

Qualifications:



- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a heart for with children and children's ministry workers in order to lead SRBA churches to reach and disciple associational churches.
- Shall have a working knowledge of children's ministry resources that would be beneficial to the various ministry contexts of Associational churches.

Duties:

- Shall organize a minimum of one outreach event bringing together Associational churches to reach the unchurched children of Santa Rosa County.
- Shall organize a minimum of one training event that equips children's workers in overall children's ministry.
- Shall organize and assist Association churches in VBS through gaining resources and training leaders.
- Shall give a verbal report at each executive committee meeting and submit a written report prior to the Annual Meeting to be included in the Book of Reports.
- Shall submit a budget request to the Stewardship Committee each year for Children's Ministry

Relationships:

- Shall work with other associational program directors and committees to help further the overall objective of the Association.
- Shall identify and assist children's directors in Association churches by bringing the resources of the Association to bear in their individual ministry context.
- Shall work with the various resources in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with the Association and local church and when appropriate to inform these entities of Associational activity

Tenure:

- Shall be placed in nomination by the Nominating Committee annually. (November thru October)

Ministry Description

Church Ministry Development: Family Life Team:
College/Career Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties



- Shall provide special activities for the College/Singles in the churches of the ASSOCIATION in areas of fellowship, witnessing, ministry, and recreation.
- Shall seek to encourage the churches in developing active college/singles programs.
- Shall promote activities for youth which will strengthen their relationship with their local church.
- Shall submit a budget request to the Associational Council each year for “College/Singles”

Records and Reports

- Shall keep records of all activities.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Church Ministry Development: Family Life Team:
Senior Adult Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.



- Shall have a desire to see churches and their leadership minister to Senior Adults and equip Senior Adults to fulfill God's purposes for their lives and their church.
- Shall have a working knowledge of Senior Adult ministry resources and be able to transfer that knowledge to SRBA churches and its leaders
- A high degree of networking skills is preferable though not required.

Duties:

- Shall identify and partner with Senior Adult ministry leaders throughout the SRBA in order to help them accomplish their respective ministry endeavors.
- Shall provide opportunities for Senior Adults and their leaders to come together for fellowship, encouragement and equipping.
- Shall give a report at each Family Life Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for "Senior Adult."
- Shall work with members of the Family Life Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other "point persons" as a member on the Family Life Team.
- Shall work with SRBA staff to resource churches and leaders wishing to establish or expand Senior Adult ministries.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Church Ministry Development: Family Life Team:
Youth/Student Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall provide special activities for the youth in the churches of the ASSOCIATION in areas of fel-



lowship, witnessing; career planning, ministry, and recreation.

- Shall seek to encourage the churches in developing active youth programs.
- Shall promote activities for youth which will strengthen their relationship with their local church.
- Shall submit a budget request to the Associational Council each year for “Sunday School/Small Group”

Responsibilities

- Shall keep records of all activities.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team
Baptist Men’s Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall plan and execute such programs as will aid the churches in Baptist Men and Royal Ambassador’s



work.

- Shall present its budget requests through the Church Development
- Shall respond to requests from member churches for assistance in men's and boys'

work.

- Shall assist in the proper organization of new work for men and boys in the local church.

- Shall submit a budget request to the Associational Council each year for "Baptist Men"
- Shall serve with the other "point persons" as a member on the Church Ministry Development Team.
- Shall work with members of the Church Ministry Development Team to appoint two representatives to the Associational Council.

Responsibilities

- Shall give a report at each Church Ministry Development Team meeting.
- Shall provide Associational Council with appropriate information to share with other associational Teams.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team:
Church Music Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties:

- Shall submit a budget request to the Associational Council each year for "Music"



- Shall guide in determining objectives, tasks, and goals of the music program.
 - Shall lead in providing music personnel for the annual meetings of the ASSOCIATION and other general types of Associational meetings.
 - Shall lead in a program of fellowship among and through church musicians.
 - Shall provide inspiration, training, and information to assist church leaders in planning, conducting, enlarging, and improving their music programs.
- Shall work with members of the Church Ministry Development Team to appoint two representatives to the Associational Council.

Responsibilities

- Shall meet at least quarterly and as the Church Music Director deems necessary to perform its task assignments.
- Shall keep written records of plans and projections.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team
Discipleship Training Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall present its budget requests through the Associational Council.
- Shall plan and execute such programs of training and teaching as it deems wise and useful to the



member churches of the ASSOCIATION.

- Shall promote the development and implementation of an active discipleship program in each church.
- Shall respond to churches' requests for assistance.
- Shall plan, promote and coordinate annually the Association Children's Bible Drill and Youth Speaker's Tournament.

- Shall submit a budget request to the Associational Council each year for "Discipleship Training"
- Shall work with members of the Church Ministry Development Team to appoint two representatives to the Associational Council.

Responsibilities

- Shall meet monthly and as the Discipleship Training Director deems necessary to perform its task assignments.
- Shall keep written records of plans and projections.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team
Evangelism Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall develop and promote a continuing program of evangelism among the member churches by providing training and inspirational opportunities for staff and lay persons.
- Shall promote cooperative efforts in mass evangelism.
- Shall evaluate and implement various denominational programs of evangelism when and as they



are appropriate for use in the ASSOCIATION.

- Shall assist churches in evangelism programs when requested by the local church.
 - Shall submit a budget request to the Associational Council each year for “Evangelism”
- Shall assist associational council members in developing evangelism skills/emphasis.
 - Shall work to encouraging each church to have Church Missions/Evangelism Committee.

Meetings, Records and Reports

- Shall meet as deemed necessary.
- Shall keep accurate records of each meeting.
- Shall give a report at each Leadership Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team
Prayer Point Person

Qualifications:

- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a deep personal prayer life.
- Shall have a desire to see people and churches leverage the privilege and power of prayer in order to accomplish God’s purposes in their life and their ministry context.

Duties:



- Shall assist churches and their leadership in understanding the role and purpose of prayer and spiritual awakening as an integral part of a church's ministry.
- Shall partner with other Association teams to ensure that all Association events have an appropriate prayer strategy.
- Shall provide consultation and resources to develop and promote prayer, intercessory prayer and spiritual awakening in the life of a church and individual.
- Shall give a report at each Transformation Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for "Prayer and Spiritual Awakening"
- Shall work with members of the Transformation Team to appoint one representative to the Associational Council.

Relationships:

- Shall serve with the other "point persons" as a member on the Transformation Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the tourism industry.
- Shall work with SRBA staff to resource churches and their leadership in providing prayer resources to their church churches
- Shall work with the various personnel and resources in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually (November thru October).

Ministry Description

Church Ministry Development: Transformation Team
Stewardship Point Person

Qualifications:

- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage the tourism industry of Santa Rosa County to fulfill their ministry objectives
- Shall have a working knowledge of the tourism industry and know how to transfer that working knowledge into ministry opportunities
- (A high degree of networking skills is preferable though not required.)

Duties:

- Shall provide assistance to church and association leadership in stewardship education and development.



- Shall host training events on money management and church budget promotion.
- Shall ensure that churches are aware of Florida Baptist Convention resources made available for fundraising and annual stewardship development programs.
- Shall develop networking partnerships with SRBA church treasurers and stewardship (budget) team/committee members.
- Shall give a report at each Church Ministry Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for “Stewardship”
- Shall work with members of the Church Ministry Team to appoint one representative to the Associational Council.

Relationships:

- Shall serve with the other “point persons” as a member on the Church Ministry Team.
- Shall serve as a resource to SRBA church treasurers and finances teams (committees)
- Shall work with SRBA staff to provide respective resources to churches involving stewardship.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team:
Sunday School/Small Group Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall submit a budget request to the Associational Council each year for “Sunday School/Small Group”
- Shall plan and execute such program of training and teaching as it deems wise and useful to the member churches of the ASSOCIATION.
- The Council shall serve as the Assist Team in the association and respond to member churches’ requests for assistance.

Responsibilities

- Shall meet as often as the Sunday School Director deems necessary to perform task assignments.



- Shall keep written records of plans and projections.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Church Ministry Development: Transformation Team
Women's Mission/Ministry Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches engage in national and international mission endeavors, education and ministry opportunities.

Duties

- Shall submit a budget request to the Associational Council each year for "Women's Mission/Ministry"
- Shall plan and execute such programs of training, teaching, and inspiration in the area of women's and girls' ministry as it deems wise and useful to member churches.
- Shall respond to member churches requests for assistance in its area of expertise.

Responsibilities



- Shall meet as often as necessary.
 - Shall keep written records of plans and projections.
 - Shall give a report at each Church Ministry Development Team meeting.
 - Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)

Ministry Description

Community Connection Team:
Benevolence Point Person

Qualifications:

- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches represent the attributes of Jesus through benevolence ministries.
- Shall have a working knowledge of the benevolence resources in the community and be able to transfer that knowledge to SRBA churches and SRBA ministries
- A high degree of networking skills is preferable though not required.

Duties:

- Shall research benevolence resources within in Santa Rosa County and develop networking partnerships with respective leaders.
- Shall arrange training for association, churches and church leaders to increase benevolence skills and increase partnerships between churches



- Shall give oversight to the Benevolence Policies and Procedures and provide accountability to the SRBA staff.
- Shall give a report at each Community Connection Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for “Benevolence”
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other “point persons” as a member on the Community Connection Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the Benevolence services of our county.
- Shall work with SRBA staff to resource churches in providing resources to churches wishing to establish benevolence ministries.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually (November thru October).

Ministry Description

Community Connection Team:
Church Planting Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see new churches planted throughout Santa Rosa County.
- Shall have a working knowledge of church planting resources that would be beneficial to the various ministry contexts of Associational churches.

Duties:

- Shall study the overall church planting needs of Santa Rosa County and make recommendations to SRBA churches to address such needs.
- Shall serve as a resource for sponsoring churches, and assist the staff in recruiting sponsoring churches for new congregations.
- Shall provide Associational Council with appropriate information to share with other associational Teams.
- Shall give a report at each Community Connection Team meeting.



- Shall submit a budget request to the Stewardship Committee each year for “Church Planting”
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other “point persons” as a member on the Community Connection Team.
- Shall work with SRBA staff to resource church-plant pastors and sponsor churches.
- Shall work with the various resources in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with the Association and local church and when appropriate to inform these entities of Associational activity.
- Shall work with leadership of new church plants to discover needs.

Tenure:

- Shall be placed in nomination by the Association Council annually (November thru October).

Ministry Description

Community Connection Team:
City/County Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage issues facing the cities (towns)/ county of Santa Rosa County in order to fulfill their ministry objectives.
- Shall have a working knowledge of the city/county and know how to transfer that working knowledge into ministry opportunities.
- (A high degree of networking skills is preferable though not required.)

Duties:

- Shall develop networking partnership with Mayors, Councilmen, and Commissioners within Santa Rosa County (Association liaison).
- Shall remain abreast of needs facing towns/city/county in order share learned needs with Association churches (e.g. attend city/ county meetings, newspaper).
- Shall give a report at each Community Connection Team meeting.

- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for “City/ Council”
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall develop network partnerships with city/county personnel
- Shall serve with the other “point persons” as a member on the Community Connection Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the governmental structure of the city/county.
- Shall work with SRBA staff to resource churches in providing resources to churches wishing to establish ministry initiatives involving city/county issues.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity (e.g. Ethics and Religious Liberty Commission).

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)



Ministry Description
Community Connection Team:
Dental Bus Point Person

Qualifications:

- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage the Florida Baptist Convention Dental Bus Ministry to meet physical and spiritual needs of Santa Rosa County residents.
- Shall have a working knowledge of the Dental Bus Ministry and know how to administrate logistics so that volunteers have proper resources and community needs are met.

Duties:

- Shall work with the Florida Baptist Convention to calendar dates the Dental Bus will be in Santa Rosa County.
- Shall recruit volunteers and churches to ensure the dental bus is properly staffed to address both physical and spiritual needs (i.e. promotion, registration, counseling).
- Shall identify additional opportunities within the Dental Bus ministry that could better further the ministries of individual churches and/or Association.
- Shall give a report at each Community Connection Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for "Dental Bus".
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other "point persons" as a member on the Community Connection Team.
- Shall work with Association teams and churches in preparing for and responding to ministry opportunities that that lie within the Dental Bus resource.
- Shall work with SRBA staff and churches to ensure they are aware of ministry needs (pre, during, and post event) that exist within the Dental Bus ministry
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually (November thru October).

Ministry Description
Community Connection Team:



Disaster Relief Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall provide information about area training for disaster relief.
- Shall seek to encourage the churches in developing disaster relief emphasis with each church.
- Shall upkeep and supply the disaster relief trailer with supplies
- Shall submit a budget request to the Associational Council each year for “Disaster Relief”
- Shall coordinate disaster relief teams when call-outs are issues for neighboring areas.
- Shall work with Florida Disaster Relief if disaster hits Santa Rosa County.

Records and Reports

- Shall keep records of all activities.
- Shall give a report at each Church Ministry Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Community Connection Team:
Education Point Person



Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage the education sect of Santa Rosa County to fulfill their ministry objectives
- Shall have a working knowledge of the education sect of Santa Rosa County and know how to transfer that working knowledge into ministry opportunities.
- (A high degree of networking skills is preferable though not required.)

Duties:

- Shall attend Santa Rosa School District Board meetings, when able, to maintain an understanding of issues and needs facing Santa Rosa County.
- Shall identify and communicate opportunities within the education sect that will serve as a resource for churches to participate in.
- Shall give a report at each Community Connection Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for “Education”
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall network partnerships with county education personnel (SRSD, PSC, UF)
- Shall serve with the other “point persons” as a member on the Community Connection Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the education sect of the county
- Shall work with SRBA staff to resource churches in providing resources to churches wishing to establish ministry initiatives involving education.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description
Community Connection Team:



Military Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage the military presence in Santa Rosa County in order to fulfill their ministry objectives
- Shall have a working knowledge of the military and know how to transfer that working knowledge into ministry opportunities.
- (A high degree of networking skills is preferable though not required.)

Duties:

- Shall develop networking partnership with appropriate personnel on nearby military installations in order to identify issues and needs faced by local military and their families.
- Shall communicate the needs of local military and their families to Association in order to resource churches with a working list of ministry opportunities.
- Shall give a report at each Community Connection Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for "Military"
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall network partnerships with local military personnel (e.g. chaplains).
- Shall serve with the other "point persons" as a member on the Community Connection Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the military personnel of the county.
- Shall work with SRBA staff to resource churches in providing resources to churches wishing to establish ministry initiatives involving military.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description



Community Connection Team: Mission Trip Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches engage in national and international mission endeavors.
- Shall have a working knowledge of mission trip logistics and opportunities that would be beneficial to Associational churches.
- (A high degree of administrative skills is preferable.)

Duties:

- Shall develop and maintain a framework for churches to connect with mission opportunities (national and international).
- Maintaining a working database of agencies and/or in-field missionaries requesting teams.
- Maintain a list of resources needed for churches to participate in missions (e.g. travel agents and medical information)
- Shall serve as a person of contact between churches wishing to partner together on mission trips who desire SRBA assistance.
- Shall provide Associational Council with appropriate information to share with other associational Teams.
- Shall give a report at each Community Connection Team meeting.
- Shall submit a budget request to the Associational Council each year for "Mission Trips"
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other "point persons" as a member on the Community Connection Team.
- Shall work with mission trip coordinators from Association churches to assist them (when desired) in carrying out their mission endeavors. (Serving as a prayer partner is automatic.)
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description



Community Connection Team:
Tourism Point Person

Qualifications:

- Shall be a member in good standing of cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see churches leverage the tourism industry of Santa Rosa County to fulfill their ministry objectives
- Shall have a working knowledge of the tourism industry and know how to transfer that working knowledge into ministry opportunities
- (A high degree of networking skills is preferable though not required.)

Duties:

- Shall research tourism trends in Santa Rosa County.
- Shall develop networking partnerships with area tourism agencies.
- Shall identify opportunities within the tourism industry that will serve as a resource for churches to participate in.
- Shall give a report at each Community Connection Team meeting.
- Shall provide Associational Council with appropriate information to share with other Associational Teams.
- Shall submit a budget request to the Associational Council each year for "Tourism"
- Shall work with members of the Community Connection Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other "point persons" as a member on the Community Connection Team.
- Shall work with Association churches in recognizing ministry opportunities that exist within the tourism industry.
- Shall work with SRBA staff to resource churches in providing resources to churches wishing to establish ministry initiatives involving tourism.
- Shall work with the various resources/ personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description



Leadership Development Team:
Coaching Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see church leaders attain their ministry goals.
- Shall have a working knowledge of coaching resources and competencies
- Shall be a trained coach or coach-in-training (maintaining coaching certification is preferred but not required.)

Duties:

- Shall serve as a coach to churches (and their leadership) in order to help them accomplish their ministry objectives.
- Shall provide Associational Council with appropriate information to share with other associational Teams.
- Shall give a report at each Leadership Development Team meeting.
- Shall submit a budget request to the Associational Council each year for “Church Planting.”
- Shall work with members of the Leadership Development Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other “point persons” as a member on the Leadership Development Team.
- Shall work with SRBA staff to resource
- Shall work with the various resources in the Florida Baptist Convention (e.g. Leadership Development Division) and Southern Baptist Convention in order to increase coaching competencies.

Tenure:

- Shall be placed in nomination by the Association Council annually (November thru October).

Ministry Description



Leadership Development Team:
Formal Education Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.
- Shall have a desire to see church leaders further their formal education in order to reach their leadership potential thus producing stronger churches.
- Shall have a working knowledge of formal education institutions/opportunities available to church leaders.

Duties:

- Shall identify the formal education plans (desires) of church leaders (e.g. a pastor/staff wishing to earn a seminary degree).
- Shall partner with existing formal education institutions to communicate set deadlines (e.g. application, registration, financial aid) to church leaders.
- Shall routinely investigate the feasibility of the Association hosting formal education classes (e.g. extension site, computer lab, webinars).
- Shall give a report at each Leadership Development Team meeting.
- Shall submit a budget request to the Associational Council each year for “Formal Education.”
- Shall work with members of the Leadership Development Team to appoint two representatives to the Associational Council.

Relationships:

- Shall serve with the other “point persons” as a member on the Leadership Development Team.
- Shall work with SRBA staff to provide resources to church leaders/members wishing to gain/further their formal theological education.
- Shall report to the Associational Council.
- Shall work with the various resources/personnel in the Florida Baptist Convention (Baptist College of Florida) and Southern Baptist Convention (SBC seminaries).

Tenure:

- Shall be placed in nomination by the Association Council annually. (November thru October)

Ministry Description

Leadership Development Team:
Peer Learning Point Person

Qualifications:

- Shall be a member in good standing of a cooperating Santa Rosa Baptist Association church.

Duties

- Shall submit a budget request to the Associational Council each year for “Peer Learning Group”
- Shall plan and execute such programs of training and teaching considered wise and useful in assisting churches in the development of Pastoral Ministries, Deacon Ministries, Vocational Guidance, Church Administrative Services, and Christian Weekday Education.
- Shall minister to the distinctive needs of pastors, deacons, church staff members, Church Council, church officers and committee members, persons interested in church vocations and Weekday Early Education staff.
- Shall respond to member churches requests for assistance in task areas.
- Shall serve as a support person for involuntarily terminated church staff and their families.

Responsibilities

- Shall keep written records of plans and projections.
- Shall give a report at each Leadership Development Team meeting.
- Shall work with SRBA staff to resource churches with mission opportunities and logistical resources that will assist them in accomplishing their mission initiatives.
- Shall work with the various resources/personnel in the Florida Baptist Convention and Southern Baptist Convention to connect state and national endeavors with Association churches and when appropriate to inform these entities of Associational activity.

Tenure:

- Shall be appointed by each Association Team to serve annually. (November thru October)