

Appendix 3 – Team Descriptions

Team Members can be made up from any member in good standing of our Association Churches. The Teams elect a Chair for their Team who becomes an Officer of the Council and a voting Delegate. The Team Members meet and elect a chair within 30 days of the Annual Business Meeting.

A. Nominating Team

- The Nominating Team shall be made up as a minimum the Executive Director or his / her delegate, the Secretary / Clerk, and at least three others nominated by the Executive Team for election at the Annual Meeting.
- The Nominating Team shall prepare nominations for the Teams of the Association. They also nominate the Association Delegate to the Convention of Atlantic Baptist Churches.
- This Team may make nominations for outside appointments as Council deems necessary from time to time.
- Nominations may also be presented from those in attendance at any duly called meeting.

B. Licensing Team

- This Team shall consist of not less than four members.
- The Licensing Team is to become thoroughly acquainted with the Convention of Atlantic Baptist Churches regulations regarding the Licensing of Pastors.
- This Team is to establish and maintain communications with all churches in the Association with a view to contact all persons considering a call to the pastoral ministry, or are desirous of entering training for such purposes.
- This Team interviews persons annually and make recommendation to the Association council, to grant or renew licenses in accordance with the policies of the Canadian Baptists of Atlantic Canada.
- This team elects from its membership the Association delegate and alternate to the Convention Ordination Examining Council.

C. Vision / Missions Team

- The Vision / Missions Team shall be drawn from the members of Council with power to recruit competent assistance from the Association churches.
- This Team shall consist of not less than four members one of whom is the Executive Director.
- Focus on Mission / Vision Objectives of the Association (i.e. Moncton Hospital Chaplaincy, New Life Mission, Fundy Youth Project, Camp Wildwood)
- Initiate Opportunities to Help Churches be More Effective in Kingdom Building Locally and Globally
- Implement key plans and strategies (ie: conferences, outreach opportunities, service, mission projects, etc.)
- Primary Purpose: Mission – NOT Maintenance

D. Youth and Children's Ministry Team

- This Team shall consist of not less than four members.

- The Youth and Children Ministry Team may need to have additional ad-hoc subcommittees from time to time.
- Develop training opportunities for staff and volunteer youth leaders
- Promote local and global youth missions (i.e. Tidal Impact, BWA Youth Conference)
- Engage students in peer – peer ministry and evangelism
- Any Association Delegates appointed to Camp Wildwood and New Life Mission are a part of this team.
- Assist with the Communication between Association Churches and Area youth events.

E. Communication Team

- Team Leader – Secretary / Clerk
- This Team shall consist of not less than three members.
- Develop and maintain mailing lists, email group distribution lists and phone networks.
- Develop and maintain an Association website, resource database and calendar of events.
- Distribute minutes of Association meetings to delegates, pastors and church clerks.
- Develop weekly prayer notices to be included in local church bulletins.
- Co-ordinate active prayer chain captains for emergency prayer requests.

F. Pastoral Care Team:

- This Team shall consist of not less than three members.
- To deliberately connect and work closely with the churches and pastors of the Association. (This will help determine where there are needs and where to focus the resources.)
- To develop a pastoral support team within the churches and to encourage its effectiveness if one is in place.
- This team includes the delegates to Albert / Westmorland-Kent Chaplaincy.
- To encourage the building of relationships with pastors and lay leaders within the Association; both collectively and individually. This could be accomplished through personal contacts or through mentoring, retreats, social events, etc.
- To teach congregations how to be understanding and sensitive to the needs of pastors, spouses and children.
- To develop resources that will provide practical help during crisis situations; i.e. multiple funerals, pulpit replacement, conflict management, medical emergencies.
- To encourage growth in spiritual formation, education and training through seminars, extension courses and other helpful learning opportunities.
- To help pastors discover financial resources that may be available through CBAC, Universities, scholarships, etc.

G. Finance Team

- Team Leader – Association Treasurer
- This Team shall consist of not less than three members, one of whom will be appointed the Assistant Treasurer.
- To provide the banking & treasury functions for the Association.
- To provide any government reporting, as required, for the Association.
- To provide a financial report to committees' on their activities at least once per fiscal period comparing actual to planned activities.
- To prepare a written annual report that summarizes the last fiscal periods' financial activities and presents the next fiscal periods' budget at the annual business meeting.
- As required, assist each committee in determining their financial budget for the next two fiscal periods.
- To assist each committee in fund raising to meet their next two years financial budget.
- Any one of the Executive Director or Treasurer or Assistant Treasurer will be the Association's Signing Officers.