







**Leadership Council**

**Ryan Epley**

PBC Singles Council Leadership



\_\_\_\_\_\_\_\_\_\_\_\_\_

Expect great things from God, Attempt great things for God!

-William Carey

**The Purpose of Providence Singles Ministry**

To glorify God by introducing all peoples to Jesus Christ and growing them up to love and worship Him.

 **Connecting**

One of our top priorities is going to be to meet and welcome people into our ministry; always be looking to meet and talk to new people. Our Goal as a ministry should be to connect with one another to form lasting relationships to the glory of God.

“But if we walk in the light, as He is in the light, we have **fellowship with one another**, and the blood of Jesus His son cleanses us from all sin” 1 John 1:7

 **Growing**

We will also be committed to spiritual growth within our ministry. Spiritual growth should be happening in our Life Classes, as well as through events like Fort Caswell.

"My Father is glorified by this, that you **bear much fruit**, and so prove to be My disciples.” John 15:8

 **Serving**

We will be committed to serving those outside of the ministry, but also serving those within the ministry.

“If anyone wants to be first, he shall be last of all and **servant** of all." Mark 9:35

 **Going**

We believe in looking for ministry opportunities to reach out into the Raleigh area, as well as sending teams on mission trips to various countries to share the gospel.

"**Go** therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit,” Matthew 28:19



* Organization: Meets the 1st, 3rd and 5th Wednesday of each month
* Purpose: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



* Organization: October 5th, November 30th, March 22nd , May 3rd
* Purpose: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



* Organization:

Young Adults Class: Early 20’s @11:00 Hedrick Class: 40’s-50’s @11:00

Frost Class: Mid to late 20’s @ 11:00 Wichek Class: 40 plus @ 9:30

Ryals Class: Mid 30’s to Early 40’s @ 11:00

* Purpose: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



* Organization: LIFE Class retreats- October 2012

 Fort Caswell Beach Retreat- May 24-27

* Purpose: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Leadership Expectations**

Colossians 3:23-24

*“* Whatever you do, do your work heartily, as for the Lord rather than for men*,* knowing that from the Lord you will receive the reward of the inheritance. It is the Lord Christ whom you serve.”

**Principal Function:**

To help provide directional leadership to the Singles Ministry at Providence Baptist Church.

**Responsibilities:**

**Spiritual:**

1. Enjoy a growing relationship with the Lord by exercising yourself in godliness through disciplines such as prayer and Bible study. **(Psalm 63:1-5; 1 Peter 2:2-3)**
2. Pursue Christlikeness. **(1 John 2:6; 1 Corinthians 11:1)**
	* Practicing humble servant leadership: **(Mark 10:35-45)**
	* Putting forth an effort worthy of Christ’s glory: **(Colossians 3:23-24)**
	* Maintaining a testimony of blamelessness: **(1 Peter 1:13-16)**

**Leadership:**

1. Assist in planning, organizing, promoting, and evaluating each area of the Singles Ministry. (Gathering, Oasis 414, Retreats, Special Events).
	* Assist in the strategic development and communication of the annual goals.
2. Be faithful as a representative of your LIFE Class to the council.
3. Be faithful in communicating biblical principles as well as the vision of Providence and its Singles ministry to your LIFE Class.
	* Guard your lips from sowing seeds of discord. **(Proverbs 6:19)**
	* Confront and protect in love. **(Galatians 6:1; Matthew 18:15-20)**
4. Help in the process of recruiting and training new leaders in this ministry.
5. Participate, with joy, in our monthly council meetings.
6. To be timely and faithful to team responsibilities unless providentially hindered.
7. Be committed to Providence Baptist Church as a member.

*“The reason there are so few great spiritual leaders is because the stringent demands that are placed upon leaders is disproportionate to the level of recognition they receive.”*

 *--Oswald Sanders*



 **Council Responsibility:**

 Arrive early (if possible)

 Serve as the leaders over each of the Gathering Ministry Care Teams.

* + Develop a schedule for your Care Team.
	+ Train volunteers in Care Team Responsibilities.
	+ Give reminders to those serving on particular weeks if necessary.

 Serve as mentors to those who volunteer to serve at the Gathering.

 Be available to provide assistance to our guests (gold lanyard).

 Help set up before The Gathering and help clean up the room after.

**Care Team Responsibilities**

**First Care Team**

**(Lobby)**

**Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Volunteers are to serve from 7:10-7:40 pm. They should pick up a “greeter” name badge from the volunteer room in the parlor.
2. Volunteers are to be intentional in warmly greeting those who are entering the church and the Amphitheater.
3. Two volunteers should be stationed at the entry doors toward the front parking lot.
4. Two or three volunteers should be stationed at the welcome table. At least one male or one female are preferred. Individuals serving in this capacity should be outgoing enough to welcome guests and encourage them to fill out a new visitor card. This is critical to the follow-up process. Volunteers should also seek to walk any visitors into the main room of the Amphitheater, introducing that person to one of our fourth care team members.
5. Two volunteers should be at the doors entering the Amphitheater to hand out Bibles, handouts, and to welcome people as they enter.
6. Two members of the team will also serve following the Gathering, from 9:00-9:30. These volunteers would be responsible for tearing down the welcome table.

**Second Care Team**

**(Food)**

**Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Volunteers are to serve from 7:10-7:30 pm and from 8:30-9:00. They should pick up a “greeter” name badge from the volunteer room.
2. Food prep should occur between 7:10 and 7:15.
3. Volunteers are to be intentional in warmly greeting those who visit the food table.
4. Two volunteers should be stationed at the food table.
5. Volunteers should seek to keep the tables attractive throughout the evening.

**Third Care Team**

**(Amphitheater)**

**Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Volunteers are to serve from 7:10-7:40. They should pick up a “greeter” name badge from the volunteer room.
2. Upon arrival, volunteers should pick up one of each of the following (if available) from the welcome table: a Gathering Visitor Card, a LIFE class brochure, a ministry-wide brochure, and an Oasis invitation (if available).
3. Volunteers are to greet individuals as they enter the Amphitheater, making visitors feel welcome. The goal of this team is to not only welcome visitors but to connect visitors to others. This may include sitting with the visitor or introducing the visitor to others who could sit with them.
4. If, at the end of the evening, the visitor has not filled out a card or received the information available from the welcome table the volunteer may politely ask if they would be interested in filling out a card, taking information home, etc…

**Fourth Care Team**

**(Post Gathering Parking Lot)**

**Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Volunteers are to serve from 8:45-9:20.
2. Acquire a vest, wand and walkie-talkie from the volunteer room.
3. If two volunteers are available they should be standing in the parking lots just outside the front doors.
4. Return the vest, wand and walkie-talkie to the volunteer room.

**Note:** Volunteers are not there primarily to direct traffic or instruct people on where to park. Your main responsibility is to provide a safe environment for our guests as they depart.



 **Singles Council Responsibility**

* Work with the Council to provide a non-threatening setting/activity for each event
* Oversee the planning and execution of food, décor, and hospitality
* Be the liaison between the class leadership team and the council
* October 5th, November 30th, March 22nd , May 3rd

**October 5: Oasis Fall Kick-Off** *(*Dinner at the DLC*,* Corn Maze, & Pumpkin Carving Contest*)*

Prayer:

Decoration:

Food:

Hospitality:

Planning Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**January 11:**

Prayer:

Decoration:

Food:

Hospitality:

Planning Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**March 22**:

Prayer:

Decoration:

Food:

Hospitality:

Planning Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**May 3**:

Prayer:

Decoration:

Food:

Hospitality:

Planning Notes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ministry Event Evaluation**

Event:

Purpose:

Celebrations:

Improvements needed:

Follow up process:

Purpose Achieved?:

Did the event outlive the moment?:

**2012-2013 Ministry Goals**

* Expand our serving and going

Serving

One idea is a service project on the Fort Caswell Retreat next year. It would be ideal to partner with a church ministry to preform something like the pack-a-thon for African missions. Another way in which the singles ministry could serve would be to assist in the children’s area on weekends when volunteers are short. An example of days like these are Memorial Day weekend, Easter Sunday, or Christmas.

Going

It would be ideal to start promoting missions and specifically a Singles ministry mission trip. During the short term the goal would be to try and start some type of North American Mission trip with the goal to partner with a foreign missionary for the next 3-5 years. This mission trip should encompass the entire ministry. If people are not going then they can be giving to support those who are going or they can be praying for the trip.

* Start a Post-Graduate Life Class

There is an age gap between the college ministry and the singles ministry of about four to five years. The plan to help to bridge this gap is to start a Post-Graduate Life Class that would focus on reaching out to those who have just graduated college and is starting in the work force or those who are pursuing a master’s degree. The target age of this group would be early twenties.

* Develop a greater follow-up process

There is a need to set-up and then implement a structured follow up process following all four Oasis events and also the Fort Caswell Beach Retreat. People should know that we as a church care for them and want to help them connect with Providence Baptist Church.

**Long-Term Ministry Goals**

* Partner with Apartment Life Ministries
* Start an early 30’s Life Class
* Create more Life-on-Life discipleship opportunities

**Opportunities for Prayer**

1. Pray for a heart for outreach: Pray and ask for spiritual awakening in apartment complexes around the church. Ask that God would use this ministry to help in changing lives on purpose. Also pray that the singles at PBC would be the salt and the light to their neighborhoods and apartment complexes.
2. Pray for commitment: It is easy to get busy or sidetracked throughout life, but we need a great commitment level within our ministry. Ask God to remind us as leaders that we are not just serving this ministry, but most importantly the Lord Jesus.
3. Pray for boldness: We have to be bold for Christ. Ask that we as a ministry would expect great things from God and attempt great things for God. We need boldness in our ministry to reach the lost, and also to make a difference.
4. Pray for the leadership: This ministry will rise and fall on our leadership. If the Evil One desires to destroy this ministry it will be by attacking the leaders. Ask God to protect us, grow us, and keep us from laziness.

**Handling Church Money**

* All money collected for church sponsored events need to be handled through a PBC singles activity account. Using these accounts ensures integrity, the avoidance of personal loss in the case of insufficient funds, and provides legal liability.

* Please turn in any monies to Ryan, Bev, or David. Money should be placed into an envelope with a note containing your class name and activity.

* Turn in all bills/receipts within a week and they will be paid to/from your LIFE class activities account. Please remember to save all receipts. No receipt, no reimbursement. Receipts should be turned in with a note of the name, phone, and address of who is to be reimbursed on the back of the receipt.

**Singles Class Retreats**

**Retreats** – As you begin to plan your fall retreats, please review the information below to help in planning.

* All **monies collected** for any activities sponsored by a Providence group must be handled through a Providence activity account.  As you collect money for any events, please turn in as soon as collected.
* Turn in all **bills/receipts** to be paid out of the church account to Bev for payment.  It takes 1-2 weeks to generate and receive a check through our accounting dept.  Receipts for off property class events need to be paid for by the church in order to be covered by our insurance.  If an individual has already paid for an item, turn in the receipt to Bev with a note of the name and phone no. of who is to be reimbursed on the back of the receipt.  All receipts need to be turned in within 2 weeks of the actual event.
* Each class should plan a **budget** of income and expenses for your retreat.  Make sure you include in your expenses any speaker’s fees/gifts, travel, and accommodations as well as your regular expenses of food, activities, resources, etc.

**Class Activities/Events involving monies collected/expenses** –The church provides liability insurance for any on/off-site church sponsored event, (i.e. Christmas party, socials or trips) but we must be notified **before** the event.

**Paper Products**

We can also help you with paper products for your class-sponsored events.  Please call or email Bev for a list of products available.  We will need your list 2 weeks in advance of your event to ensure we have the products available.

If you have any questions or comments about the above information, please contact church.

**Notes**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_