

# MINISTRY PLAYBOOK

**BAPTISM TEAM**

SEPTEMBER 2023 // WORKING DOCUMENT  
THIS PLAYBOOK IS STILL IN DEVELOPMENT



**GRACE CHURCH**

# STATEMENTS & VALUES

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## Vision Statement

*We are one church in many locations, multi-cultural and multi-generational, spreading the hope of Jesus until everyONE hears.*

## Mission Statement

*We want everyone to Encounter God, Grow in Grace and Knowledge, Engage in Community, and Go Make a Difference.*

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# **YOUR JOURNEY AT GRACE**

## **ENCOUNTER**

Salvation.

Baptism.

New Believer's Course.

## **GROW**

Membership Class.

Campus Social.

## **ENGAGE**

Life Groups.

Freedom.

The ONETeam.

## **GO**

Family.

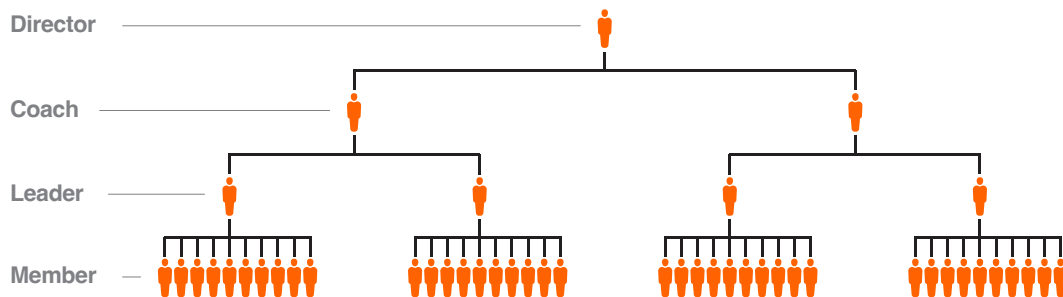
Community.

Missions.

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# THE LEADERSHIP PIPELINE



## Director.

*ONETeam Directors provide leadership, development and accountability for ONETeam Coaches. As a member of the Campus Lead Team, these Directors turn strategy into action and ensure the objectives of the ministry playbooks are met.*

## Coach.

*ONETeam Coaches support ONETeam Leaders. These dynamic individuals are focused on leading teams of 1 to 5 ONETeam Leaders.*

## Leader.

*Teams are made up of no more than 10 Members, led by a ONETeam Leader. The role of the Leader is critical to “running the play” for the ministry.*

## Member.

*The backbone of volunteerism at Grace Church is The ONETeam Member! These are the hands and feet of ministry.*

This illustration represents the Leadership Pipeline in an ideal state. This will be developed over time with Campus Leadership.

# STATEMENT OF PURPOSE

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*Baptism is essential for a believer in Christ, as it is an outward expression of an inward decision. The Baptism Team is prepared to assist people through this process of identifying with Christ.*

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# ROLES

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## *Team Organization Chart*

**Campus Pastor**

**Associate Campus  
Pastor/Director**

**Member Care  
Director**

**Baptism Coach**

**Baptism Leader**

**Baptism Member**

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# POSITIONS

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*Below are the roles associated with the organization chart above. Remember, this pipeline is designed to scale with the size of the department and campus. These roles have been listed in order of what is recommended to scale to.*

## **Member Care Director**

*Provides oversight and direction for each service. They work directly with Coaches to turn strategy into action and ensure the objectives for the ministry playbooks are met.*

## **Baptism Coach**

*Supports Member Care Director by communicating the strategy and how to implement the guidelines in the baptism team playbook to the Baptism Leaders.*

## **Baptism Leader**

*Ensures each Team Member is trained and knowledgeable concerning the baptism guidelines. Follows the direction of the Baptism Coach by preparing the team for each baptism.*

## **Baptism Member**

*Follows the direction of the Baptism Leader by being prepared for each baptism service with a smile and friendly demeanor while executing their assigned role.*

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POSITIONS

# RESPONSIBILITIES

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## Before Baptisms

*Attend the pre-service meeting held prior to each service with your Baptism Leader to receive your position assignment for the service.*

## During Baptisms

*Follow assigned role guidelines to make sure each candidate for baptism is prepared and safe.*

## After Baptisms

*Assist with any inventory, clean-up, and tear down of all baptism equipment.*

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RESPONSIBILITIES



# ENVIRONMENTS /MATERIALS

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*All materials for Baptism Sunday are stored onsite and are set up the week of baptisms.*

## Special Circumstances

*If someone falls during the service, please notify your Baptism Leader to prepare an incident report. If a child under the age of 5 is getting baptized, please notify your Baptism Leader during the registration process. If there is an in-service baptism, please pay great attention to details and remember this event is very special.*

*If individuals are looking for more information about their Next Steps, please walk them to the Welcome Desk and introduce them to the volunteer at the desk and ask the volunteers to help them.*

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ENVIRONMENT  
/MATERIALS