

# MINISTRY PLAYBOOK

PARKING LOT 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.

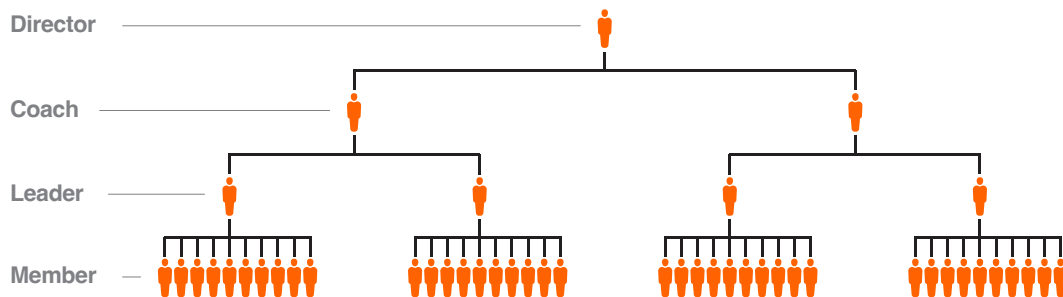
Community.

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.

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# STATEMENT OF PURPOSE

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*The purpose of the Parking Lot Ministry at Grace Church is to ensure everyone arriving to a Grace Campus is able to easily and safely park and enter the campus.*

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# ROLES

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## *Team Organization Chart*

**Campus Pastor**

**Associate Campus  
Pastor/Director**

**First Impressions  
Director**

**Parking Lot Coach**

**Parking Lot Leader**

**Parking Lot 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.*

## **First Impressions Director**

*This individual will oversee all departments within First Impressions, offering support, value and leadership to all Coaches.*

## **Parking Lot Coach**

*The Parking Lot Coach will ensure that all Leaders are equipped through training and by trickling down all pertinent information received from the First Impressions Director, Associate Campus Pastor/Director or Campus Pastor. Coaches should be aware of any prayer requests or special circumstances of each Leader of their team, as well as any serious situation that the Leaders have brought to your attention regarding Members. Remember, this is the team that God has given YOU to care for.*

## **Parking Lot Leader**

*All Parking Lot Leaders are responsible for ensuring that their teams are staffed for each service. This will include scheduling Members via Planning Center Online and verifying that all positions have been successfully filled. Leaders should be aware of any prayer requests or special circumstances of each Member of their team. Remember, this is the team that God has given YOU to care for.*

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POSITIONS

## **Parking Lot Member**

*You are the first face most people will see when arriving at a Grace Church campus, and they are looking to you for guidance in their very first steps at Grace Church. You are responsible to direct them in the most efficient way possible according to your campus's parking plan with the love of Jesus shining through you.*

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# POSITIONING



# RESPONSIBILITIES

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*As we serve on the Parking Lot Team, our strategy is focused on points of contact. Every individual who walks in the door has a face and a name. You want them to know they matter to YOU. You're aware that this can have a tangible impact on how well people engage with Grace Church and with God.*

## Connect First Time Guests

*Ensure that you know which areas of the building have ministry happening during service times, in order to best direct people in the parking lot. Know which areas of the parking lot are designated as handicapped, Possibility Place, etc.*

## Connect People into Groups

*Always listen for an opportunity to connect people to Groups, whether it is a Life Group, Freedom Group or ONETeam. We understand the importance Groups play in helping people develop into fully committed followers of Christ and as carriers of His mission.*

## Connect the Team

*Leading, equipping, and empowering all Parking Lot Members provides a high-impact first impression of Grace Church to everyone who enters our campuses. Coaches will work with Leaders to make sure each Member feels connected to Grace and connected to the other Members. Our fellow ONETeam members are also our customers!*

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# RESPONSIBILITIES

# ENVIRONMENTS /MATERIALS

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*The Parking Lot environments consist of all outside areas at each Grace Church campus. Please be sure that these areas are always kept tidy and free of any hazards. Be very aware of moving vehicles and pedestrians at all times and wear safety vests for visibility.*

*Please be sure to familiarize yourself with events happening at Grace Church, so that you may answer any questions that will arise as members and guests are walking through the parking lot areas.*

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ENVIRONMENT  
/MATERIALS