

# MINISTRY PLAYBOOK

## SAFETY 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.

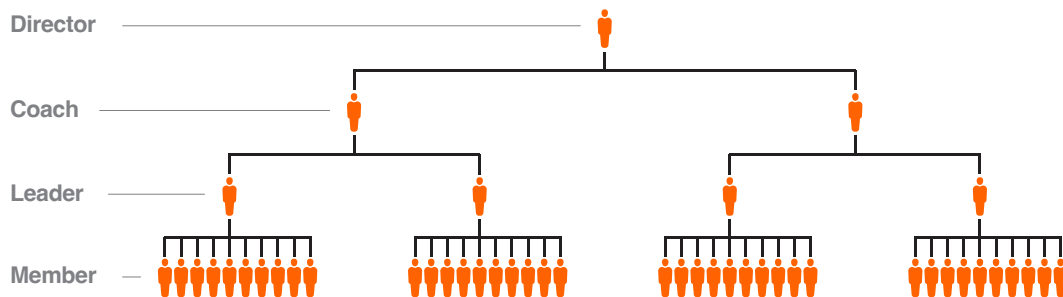
Community.

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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*The purpose of the Safety Ministry at Grace Church is to help provide safety and security to the members and guests of each Grace Church Campus.*

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# ROLES

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## *Team Organization Chart*

**Campus Pastor**

**Associate Campus  
Pastor/Director**

**First Impressions  
Director**

**Safety Coach**

**Safety/Facility  
Leader**

**Safety/Facility  
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.*

## **Safety Coach**

*The Safety 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.*

## **Safety Leader**

*All Safety 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

## Facility Leader

*All Facility 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.*

## Stationary Safety Member

*The Safety Ministry is a part of the larger group of ministries serving the church. Team members will be introduced to ministry leaders and encouraged to build relationships with them. Do not leave your assigned position until your relief arrives or until the end of your shift time. This position involves remaining at a stationary location as determined by the Campus Safety Plan to provide additional support to uniformed security teams.*

## Roaming Safety Member

*The Safety Ministry is a part of the larger group of ministries serving the church. Team members will be introduced to ministry leaders and encouraged to build relationships with them. Do not leave your assigned position until your relief arrives or until the end of your shift time. This position involves patrolling the parking areas to deter theft or vandalism. This position may involve driving a golf cart.*

## Facility Member

*The Facility Member will ensure that the Campus is in good condition for service prior to start time. You will open the building, being sure to clean up any trash or hazards noticed while unlocking doors. Once service has concluded, you will lock down the building securely. You will also assist in keeping public areas tidy between services. A full check list will be provided that is tailored to your Grace Church Campus.*

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POSITIONS



# RESPONSIBILITIES

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*The strategy serves the mission and works within the programming of Grace Church. This answers the question: How will Safety Ministry succeed?*

*It's all about the 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 long term.*

## 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 as you will inevitably be asked for information.*

## 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 Safety Ministry environments consists of ALL areas at each Grace Church campus. This is one of the few ministries at Grace that operates everywhere and can be very mobile.*

*Generally, there will be printed materials at each Welcome Center. Please be sure to familiarize yourself with all available materials, so that you may answer any questions that will arise.*

*Ensure you stay up to date with the information on the Grace Church website ([www.grace.one](http://www.grace.one)). Many people will prefer to be directed to an online version of the information they are inquiring about.*

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ENVIRONMENT  
/ MATERIALS