

# **Adult Faith Formation Committee Member Position Description**

## **Purpose of position**

To help plan, recruit, and implements all forms of adult faith formation at the Fellowship, such as offerings led by members, friends, ministers or staff, journey groups or covenant circles, small groups, retreats, and more.

## **Responsibilities**

1. Attend committee meetings.
2. Assist with program selection and recruitment for adult faith formation programming.
3. Support the implementation of faith formation programs, and thank-yous to leaders.
4. Support the recruitment and training of Journey Group & Chalice Circle leaders.
5. Support the advertisement and recruitment of small group participants.
6. Help ensure that committee's work is centered on the Fellowship mission.

## **Qualifications**

1. Strong interest in programming for adults.
2. Good organizational skills.
3. Flexibility.
4. Ability to work collaboratively with committee members and staff.
5. Ability to contact a variety of people, including those you may not have met.

## **Amount of Time Required**

The amount of time varies depending on the month. Expect to put in 2-3 hours per month, with the possibility of more during the planning season.

## **Length of Commitment**

Our hope and expectation is that a committee member will make a two year commitment which can be renewed indefinitely.

## **Training and support provided**

New committee members will receive necessary training and support from the Committee Chair, other members and Senior Minister, as needed.

## **Responsible to**

Committee Chair and Senior Minister