GRP Ministry and

Chairperson

Role Descriptions

|  |  |
| --- | --- |
| Volunteer Role | Chairperson of Congregation and/or Church Council |
| Purpose | The chairperson of a congregation holds a key leadership role, working closely with the Church Council and Minister to guide the congregation in its mission, governance, and spiritual life.The chairperson provides spiritual and organisational leadership to the congregation by chairing meetings, fostering collaboration among leaders and members, and ensuring that the congregation’s life and mission are carried out in accordance with the values, policies, polity& ethos of the UCA. |
| Term of Position | The meeting of a Congregation shall appoint a Chairperson. Term of position is determined by the Congregation. |
| Operating Site | Local congregation |
| Skills and Qualities | Strong and growing Christian faithCommitment to the mission, values and ethos of the UCAAbility to facilitate and communicate clearlyFoster collaboration and resolve conflictKnowledge of or willingness to learn about UCA polity, ethos and governanceObtain Culture of Safety Training & WWCC |
| Accountability | Report to the Church CouncilWork closely with the Minister (where appointed) and other leaders |

ROLE DESCRIPTIONS & KEY RESPONSIBILITIES OF CHAIRPERSON

Leadership and Oversight

* Share in the oversight of the congregation’s life, worship, witness and, service
* Provide leadership in collaboration with the Minister and Church Council to discern and implement God’s mission for the congregation
* Foster a healthy, respectful, and spiritual-led leadership culture

Support to the Minister or Ministry Team

* Offer encouragement, feedback, and partnership to the Minister or Ministry Team
* Maintain regular communication to ensure alignment in spiritual, pastoral, and strategic matters

Representation and Communication

* Represent the Church Council and Congregation in communications with the Presbytery, Synod, and wider church where needed
* Encourage open communication between the Church Council, congregation members, and church staff or volunteers

Encouraging Participation and Discipleship

* Promote the involvement of congregation members in leadership, worship, service, and community engagement
* Help identify and nurture gifts for ministry and leadership among members

Governance and Compliance

* Ensure that decisions and actions of the Church Council comply with UCA Constitution and Regulations as well as relevant policies (e.g. Culture of Safety)
* Help ensure that governance practices are transparent, ethical, and mission-focused