

**Valley Community Baptist Church**  
**Elected Leadership Roles and Responsibilities**

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**Title:** Membership and Baptism Committee Member

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**Ministry:** Membership and Baptism

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**Purpose of Ministry:** To oversee the membership and baptism processes of the Church.

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**Purpose of Position:** The person serves with a group of other members, who together are responsible for overseeing the membership and baptism processes of the Church.

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**Qualifications:**

1. Meet qualifications set forth in I Timothy 3:8-13.
2. Active member of Valley Community Baptist Church.
3. Personal conviction that Church membership is an implicit expectation of the New Testament description of the local Church.
4. Must regularly attend worship and be involved in the body life of the Church.
5. A demonstrated background of involvement in church ministries.
6. Personal conviction that baptism is commanded by the Scriptures and is an essential step in being a healthy disciple.
7. Vision that both Church membership and baptism can be opportunities for the individual to take specific steps of spiritual growth.

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**Key Working Relationships:**

- The Membership and Baptism Committee reports to the Board of Elders.
- Board of Deacons through an appointed Deacon representative on Committee.
- Each committee member works collaboratively and responsibly with other committee members, the committee chair and the ministry staff members responsible for membership and baptism.

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**Valley Community Baptist Church  
Volunteer Position Profile**

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**Ministry  
Responsibilities:**

1. Setting overall goals for membership and baptism.
2. Personally encouraging appropriate people to take the steps of Church membership and baptism.
3. Developing new strategies to increase the number of people taking steps in baptism and membership.
4. Developing new strategies to re-engage with disaffected or inactive members.
5. Oversee the teaching of baptism and membership classes.
6. Interviewing candidates for baptism and membership after appropriate training and recommending candidates to the congregation for confirmation.
7. Follow-up with people interviewed for spiritual growth as appropriate.
8. Maintaining the membership roles.

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**Estimated Time  
Commitment:** 2-4 hours per month

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**Term** Two years

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