

# SURFACE TO SOUL

Live Well | Lead Well | Coach Well

## Job Description for Vision Teams

### SAMPLE JOB DESCRIPTION

#### Purpose

The purpose of a Vision Team is to inspire a shared vision around \_\_\_\_\_ and to create a ministry road map for living into this vision. The team will **REVIEW** our current setting, naming what we are already doing related to our mission, vision, and values. The team will address what's working and what's not working related to our mission and will list what they see as the priorities, strengths, and challenges of our current situation.

The team will also **RETHINK** how ministry should move forward in ways that align with our stated outcomes and preferred future. This will involve identifying and challenging our existing norms, and exploring new and better ways to carry out our mission.

During the final stage, the team will **REINVENT** our future, that will involve the creation of a written plan (ministry road map) that outlines specific strategies for moving forward and detailing the essential steps that will be taken in the coming months to life into our preferred future. At the end of the REINVENT stage, team members will share the vision with all stakeholders, using various forms of communication channels, to inform and engage them about next steps in the journey.

#### Responsibilities

- Participate in monthly team meetings (in person or via zoom) for one year, beginning \_\_\_\_\_.
- Spend 2-3 hours between meetings reading information about the initiative or working on tasks.
- Participate in the commissioning service held at \_\_\_\_\_ (location) on \_\_\_\_\_ (date) at \_\_\_\_\_ (time). A team picture will be taken that day that will be uploaded to the church's website and social media sites.
- Participate in a 1-day visioning retreat to help the congregation rethink and reinvent its future.
- Read and respond to emails and text messages in a timely manner, giving input on questions that are raised.
- Provide helpful information to members and stakeholders if they ask about the team's plans and progress.

#### Time Commitment

- **Term:** one year commitment, beginning \_\_\_\_\_ and ending \_\_\_\_\_.
- **Number of hours** you're asked to commit to: Approximately 50 hours.

#### Our team covenant

- **Attitude:** Be positive, present, playful, proactive, open-minded, Spirited, and focused on what's present.
- **Actions:** Be on time, ready to contribute, speak your truth, share what you need, and complete sprints.
- **Assumptions:** Be willing to stretch and invite others to do the same; Tend other people's sense of loss.

#### 1st Meeting Agenda (focus: onboarding/orienting team members)

- Opening prayer and scripture reading. Select a passage relevant to the initiative.
- Introduce members. Ask why they said yes, what they hope to accomplish, and what they bring to the team.
- Review the outcomes, roles and responsibilities of the team. Confirm that members can honor them.
- Create a covenant - discuss what team members need from each other to thrive.
- Create or review next steps: List plans and individual commitments for the next 30-90 days.



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