



*Living God's Word,  
Sharing God's Love*

## **DETAILED MINISTRY DESCRIPTION**

### ***Senior Adult Ministry Coordinator***

#### ***Senior Adult Council Vision***

To coordinate a meaningful ministry to adults age 50 and over that demonstrates how to live God's word and encourages the sharing of God's love.

#### ***Title***

Senior Adult Ministry Coordinator.

#### ***Purpose***

To involve adults age 50 and over in caring, loving, and holistic ministry opportunities. To be a liaison and/or advocate between the senior adult community of this church and the church education team.

#### ***Responsible to***

Chairperson of Christian Education, Nurture Chair person, Staff: Director of Christian Education.

#### ***Description of duties***

- Create and sustain a senior adult council.
- Establish annual goals for senior adult ministry area.
- Keep the congregation informed of senior adult activities and servant opportunities.
- Provide social and recreational activities for senior adults.
- Provide educational and spiritual opportunities for senior adults.
- Work with Education Team to coordinate programs.
- Set one goal to be accomplished for the year.
- Attend the Christian Education Team meetings, Age Level Council meetings and occasionally the Church Council.

#### ***Budget Responsibilities***

Provide requested budget information to Chairperson of Christian Education for the annual budget.

#### ***Annual Charge Conference Attendance***

The annual Charge Conference meeting is an important connectional meeting between our church and the conference. You should make every effort to attend this meeting. If your position requires that you report to the Charge Conference, make preparations for this report well ahead of the meeting date.

### ***Time requirements***

Plan and schedule meetings of senior adult council.

### ***Term***

One year, with annual renewal (if mutually desired) for a maximum of 3 years.

### ***Training and resources***

- Cokesbury Guidelines: *Adult Ministries* – An electronic copy is available on the LUMC Equipping Ministry webpage.
- Develop and administer survey of needs and desires of senior adults.
- Research of available senior adult materials and what other churches are doing.

### ***Background Check***

Not required for this position.

### ***Ministry Description Updates***

It is your responsibility to review this ministry description at least once each year for changes and updates. The Leader Orientation Meeting that is held in January is a good time to do this. You are also responsible for updating the ministry description for your team members if one is available. Your team members should provide input for those updates.

### ***Qualifications, Skills, and Gifts***

- On a personal spiritual journey.
- A personal and growing relationship with Christ.
- Ability to work well with other volunteers.
- Ability to discern appropriate activities that meet team vision.
- Possess one or more of the following spiritual gifts:
  - Administrative (D)
  - Encouragement (D)
  - Hospitality (D)
  - Leadership (R)

\* R - Required; D - Desirable

### ***Benefits to the Servant***

Developing ministries/activities that meet the holistic needs of senior adults.