

Welcome to Rineyville Baptist Church

Welcome to the ministry on the staff of Rineyville Baptist Church. We trust your talents, abilities and spiritual gifts will be invested in ways that enrich your life and bless our church family. Every new staff addition is the result of prayerful consideration and thought. Because of this, you are believed to be a significant part of our daily ministry.

The difference between membership and leadership at RBC is significant and important. It is an incredible privilege to be on staff at RBC; however, such privilege brings with it awesome responsibility. As a leader, you are called to be a bold and effective witness for Jesus Christ. This requires you to share your faith and to model mature Christian behaviors and attitudes

The style of RBC is “high trust.” You should come to work on time, be as accessible and responsive as possible, and keep commitments made to members and to others. Phones should be answered promptly, calls returned promptly, and voice mail used effectively (not as a means to avoid personal contact). You should strive to improve upon every activity you perform. Strive for excellence in customer service to RBC members and guests by providing friendship and by maintaining good first impressions. Your reputation is, in large part, determined by your work ethic. People on staff and in the church do watch you, and they will think less of you if you are not in your office and are not responsive. You should strive to work hard while you are here. Full-time employees and pastoral staff are expected to work a minimum of 40 hours per week. You should also volunteer in an area outside of your own ministry, as all church members are encouraged to do this.

You are a part of a team. Your work must be planned and implemented in coordination with each church department. The overall Core Values and Mission Statement embraced by RBC Leadership must take precedence over personal goals and desires. Realize the danger in just having activities instead of meaningful goals and results. As a growing church, we must realize that change is positive and we must guard against growing stagnant or getting too accustomed to a routine. Don’t settle for “just good enough,” strive for excellence and the very best.

Regular attendance at worship services, Bible Study and program activities is expected. You should also make every effort to participate in the major programs of the church (short-term mission trips, activities, etc.) Tithe or work toward tithing, and give a portion of your time to worship, fellowship, edification and service

“Be diligent to preserve the unity of the spirit in the bond of peace.”

Ephesians 4:3

Understanding brings appreciation. You should do your best to learn about others on staff and what they do. Harmony is critically important in any organization, but especially for church staff. You are part of a team. Your work must be planned and implemented in coordination with each church department. Sometimes that means “swallowing your pride” or giving up on a pet project if your agenda is not important to others at that point in time. Getting along with others also means avoiding gossip. Gossip is a sure way to destroy harmony with staff and church members. You should have reasonable expectations of others on staff and not have a legalistic or perfectionist approach in your

dealings with others. Apply a measure of Grace in your interactions with others on staff and the entire church family.

“Be careful how you walk, not as unwise men but as wise men”

Ephesians 5:15

Over time, the church staff has earned a high degree of trust from the congregation. This reputation could be damaged in an instant. Ministry staff and other managers must avoid the “use it or lose it” mentality with department and ministry funds and budgets. Church funds must be spent wisely and cautiously, and you should be as frugal with church funds as with your own money. Travel expenses for hotel, air, food and other travel expenses must be wisely spent. There are very few times when meals or expenses for other individuals should be paid using church funds. You should, however, be a generous tipper to those who offer services. Remember that perception is just as important as reality, especially in this area.

“Serve with all humility and gentleness”

Ephesians 4:2

Serve gladly with a humble spirit, doing what God has asked you to do. As an employee, you should be the example and not the exception. Strive to be humble in all that you say and do. Do what God has called you to do if it is of Him. “He will exalt you in His time.” Be humble and serve the congregation. Take delight in serving people with Grace.

There are enjoyable benefits to serving on staff at RBC, even though every day is not a weekend worship experience. There are hectic and stressful times, but the fellowship with Christian people and the awareness that we are at the center of a ministry that makes an **ETERNAL** difference in people’s lives keeps us focused on our mission to be “a family of faith, loving Jesus, and devoted to sharing His love with all.”

In Christ,

The Personnel Committee