



Administrator

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne)

Leader Jackie Smith

Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To try and keep everyone happy and do my job to the best of my ability. To be efficient and friendly with all centre users, so that they are encouraged to return.

Our Values

Our Vision

KPIs



Communications Team

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader Peter Cheyne
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To assess all of Mornington Presbyterian Church's communications so as to maximise the effectiveness of that communication and to suggest new communication opportunities.

Our Values

Our Vision

1. Externally, highly effective communication meaning that the church has a high profile and a good reputation in the community, and the community knows what we are about and what we do.
2. Ultimately, we want our communication to lead to more people following Jesus (but this team cannot take full responsibility for that).
3. Internally, that all members feel well-informed and that they can communicate their views knowing that they will be heard.

KPIs



Concern

Profile

Department

Administration & Deacons (Dept leader: Peter Cheyne)

Ministry Team

Leader

Candi Young

Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

Our Values

Our Vision

KPIs



Deacons

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader Frank Brown
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To manage the temporal affairs of the parish so as to resource the mission activities of the Presbyterian Church in Mornington.

Our Values

Our Vision

KPIs



Employment

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader ?
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

Our Values

Our Vision

KPIs



Health & Safety

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader Rachel Judge
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To comply with the Health & Safety Regulations where applicable.

Our Values

Our Vision

KPIs



Maintenance Team

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader Roger Hogg
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To ensure that furniture (mainly chairs and tables) is in place for all groups using our halls and rooms. (Some groups arrange their own furniture - it just has to be available.)

To prepare a roster of people to serve morning teas after morning services each Sunday.

To prepare a roster of Elders to welcome folk to church on Sunday mornings.

To provide name badges for church attenders.

Our Values

Our Vision

(For June 2017)

In 3 years the Deacons could be arranging the morning tea roster, and the Session Clerk arranging the Elders' roster.

KPIs



Messenger Editorial Team

Profile

Department Administration & Deacons (Dept leader: Peter Cheyne) Ministry Team
Leader Rachel Judge
Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

Helping people to be more open to following Jesus.

Our Values

Our Vision

KPIs



Treasurer

Profile

Department

Administration & Deacons (Dept leader: Peter Cheyne)

Ministry Team

Leader

Fergus Sime

Meets

General Description

Functioning **Reports** **Bible study focus** **Prayer focus** **Prayer Ministry**

Our Purpose/Mission

To provide meaningful financial reports to the deacons, elders, congregation and groups.

Our Values

Do the job with honesty and integrity.

Our Vision

To have everyone fully understand the reports so that they can better contribute financially and to the budget process to maximise effective mission.

KPIs