



FORT WALTON BEACH FIRST UNITED METHODIST CHURCH

Job Description for New Member/Family Mentor

Connecting, Teaching, Living Fort Walton Beach First UMC: Prayerfully making disciples of Jesus Christ for the transformation of the world by **Connecting** with people, **Teaching** God's word, and **Living** our faith through service.

The Connect ministries of our church are focused on connecting people to Christ through building relationships with those in our community. The Teaching ministries of our church are focused on discipling and moving people toward Biblical personal growth. The Living ministries of our church are focused on moving people toward living out their faith. To serving others as Jesus served.

This mission/strategy is beneficial in Clarifying, Moving, Aligning and Focusing the ministries of our church, both program and lay, to be even more effective at making disciples for Jesus Christ.

Volunteer Job Title: New Member/Family Mentor
Reports to: Senior Pastor
Length of commitment: Two years
Schedule: As needed

Purpose: To connect with and help assimilate new members/families into the life of our church family.

Job Duties

- Be in prayer for our church family and those new members who come to be a part of our church family.
- New Member/Family Mentor Program and Procedures
 - Upon receiving the names of a new member/family you will need to contact them as soon as possible to set up a time to meet.
 - Be creative about your meeting place. You can meet in their home, meet for lunch or coffee, etc.
 - If meeting in person is not possible, then continue with the following procedure by phone.
 - Try not to make contact by email or text. We want to connect by face or voice if at all possible.
 - Be as prepared as possible to offer information, or point them to the right person to find the information they are looking for.
 - Children's, Student, College, Senior Adult, Missions, Family Ministry, Worship, etc.
 - A great resource for basic information is the church website www.fwbfumc.org
 - Other great resources are the many department brochures located in the kiosks around the facility.

- Offer to meet them on a Sunday morning to introduce them to other church members and to help show them around the facility and find the right places for their family.
- Encourage them to return the Family Information Sheet and Every Member in Ministry forms from the New Member Packets as soon as possible.
 - The information on these forms will allow us to better connect with them. And allows them to be connected quicker with their areas of interest.
- Most of all, spend time sharing life and building relationships with our new members/families.
- Offer a way for them to contact you if they have any future thoughts, questions or concerns.

Thank you for volunteering to lead this important ministry of our church. You are greatly appreciated!