



## Roles and responsibilities

### **Deacon with responsibility for - Children under 16 and families: Sue**

“Deacons shall, with the Minister(s) (if any), be responsible for the leadership of the church, the fulfilment of its purpose, the pastoral care of its members and its day-to-day management and administration”

**Being a Trustee of the church** - Churches are subject to the requirements of charity law and therefore must have Trustees. As a Deacon, you are one of the Trustees, which comes with some important legal responsibilities.

**Decision making** - Deacons are expected to make decisions. Taking decisions is part of being a church leader. Deacons, acting together after prayer and consultation, are expected to give a lead to the church.

**Meetings** – Deacons are required to attend Church members meetings and AGM. Prieves deacons Meetings and away days, where possible.

- **Produce termly Rotas for Live Wires**
- **Appoint team leaders and support workers for Live Wire's and Switch**
- **Research and formulate new teaching resources, to keep our learning current.**
- **Be pastorally responsible for regularly attending families with young people under the age of 16.**
- **Develop relationships with families within the church and the local community.**
- **Help to develop a team of leaders for the children section in a Sunday service.**
- **Be a point of contact for new families attending FVFC.**
- **Ensure all Sunday School personnel hold a current DBS.**
- **Plan regular training and skills updates for Sunday school team leaders.**
- **Set a yearly budget for Live Wires and Switch (with the help of MK and CK)**
- **Deacon responsible/point of contact for Messy Church, Open House.**