
Chairman/Moderator**Aversboro Road Baptist Church Mission Statement:**

To proclaim the gospel of Jesus Christ and to minister to the needs of our Congregation, the Community, and the World, through the leadership of the Holy Spirit.

General Purpose of the Position:

To serve as presiding officer at all meetings of the Diaconate. To preside over church conferences as moderator and conduct orderly church business. To speak for the church in times of crises.

Duties:

1. Maintain the fellowship.
2. Lead Deacon activities and preside at all regularly scheduled and called Deacon's meetings and Church Conferences.
3. Establish the necessary committees or assignments to accomplish the assigned tasks of the Deacons, including but not limited to:
 - a. Assure that organizational meetings of all church committees are held within the first 30 days of the church year. Ensure that chairmen are appointed for all committees. Assign Deacon liaisons to groups as called out for in policy.
 - b. Administer the Deacon Family Ministry Plan.
 - c. Coordinate Deacon participation in the Lord's Supper.
 - d. Perform all matters of Deacon Service.
 - e. Coordinate the preparation of an agenda for church conferences and assure that notice of all substantial matters affecting the church is provided to the membership.
 - f. Plan, organize, execute, assign, and follow-up on deacon and church actions to a successful conclusion.
 - g. Facilitate the work of the church through the most harmonious route.
4. Acquire knowledge of and practice at least the basics of Roberts' Rules of Order so that acceptable parliamentary procedure is followed during church conferences and meetings.
5. Appoint a parliamentarian whose duty would be to assist and advise the Moderator in orderly and proper parliamentary procedure during church conferences.