
Baptism Committee

Scope: Assist the Lead Pastor in preparing for and conducting the Baptismal service.

Purpose:

To assist the Lead Pastor in the preparation for and observance of the ordinance of Baptism. To be responsible for the timely preparation of facilities to observe the ordinance of Baptism by seeing that the baptistery is filled with water, adequate supplies are available and to assist the candidates in dressing for baptism. To see that the baptistery is properly drained/cleaned and left in an orderly, clean, and safe condition.

Membership:

Baptism Committee is composed of six members (three men and three women) nominated by the Nominating Committee and elected by the church for a three-year term, which begins in January annually. Nomination and election of husband and wife to this committee is encouraged. Ex-officio members of the committee are a Pastoral staff liaison assigned by the Lead Pastor and a Deacon liaison assigned by the Deacon chair.

Relationships:

The committee assists the church, within the realm of the committee purpose, in fulfilling the church's Mission: 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. This committee shall utilize the five Biblical Functions of Worship, Fellowship, Discipleship, Ministry, and Evangelism in meeting the committee's purpose and duties and in communicating, collaborating, coordinating, and cooperating with others. The committee chair serves as a member of the Church Council.

Duties:

1. Receive a list of baptism candidates from the Church office. Use the list in preparation for Baptism day. Candidates are baptized during the service in which they joined the church.
2. See that the baptistery is filled with water at least thirty-six hours before the ordinance for the water to warm.
3. One committee member shall serve as personal assistant to the Lead Pastor or designee, providing towel, robe, salt, candles, and names of candidates; assisting the Lead Pastor in the baptistery and in getting dressed; and assisting candidates in entering and exiting baptism waters.
4. Follow any special instructions of the Lead Pastor or others involved in the ordinance.
5. Assist candidates in proper dress preparation for the baptism service (male members assist male candidates and female members assist female candidates).
6. Provide robes and towels for use by the candidates. Place towels on the floor around the baptistery area.

7. Drain and clean baptistry after each use
8. Clean and mop baptistry area after the ordinance.
9. Check baptistry area for forgotten articles; determine owners and return the articles.
10. Wash and return used towels and robes after each use. Inspect robes periodically for condition and cleanliness. Notify the church office if replacement or additional robes are needed.
11. Submit an annual budget to the Budget & Finance Committee when requested. Execute church-approved budget.
12. Meet as often as needed to accomplish the committee's purpose.
13. Invite assigned Pastoral staff and Deacon liaisons to committee meetings and provide a copy of meeting minutes.