

Leadership Duties and Tasks

Leadership Overview

The Leadership Chairperson maintains updated records on members' level of team experience, talks given, areas of interest, addresses and phone numbers, provides walk lay directors with member information for team selection. He/she participates on the Team Selection Committee and identifies one member in each geographic region as a committee contact person.

Leadership Staffing

Leadership Chairperson-(1) Member of the Emmaus Community Board and serves in that role a full calendar year, January through December and may serve in that role for up to three years.

(4-6) Community members to represent a region of our community and serves on the Team Selection Committee.

Leadership General Tasks

- Keep updated records of all community members as to their involvement in the community thru Ministry Manager Program. This includes the following:
 - Team experience – keep track of each member's team positions
 - Talk experience – keep track of which talk each member has given
 - Activities – attendance at gatherings, candlelight, sponsors hour, etc.
- Chair of Leadership (Team Formation) Committee – Select a committee that is a cross-section geographically of the community. Arrange a meeting which includes the Lay and Spiritual Directors of the Community, the Lay Directors for the upcoming walks, and the committee members. Provide the following information to the committee:
 - A list of candidates for each team position for both the Men's and the Women's Walk that was derived based on their experience and activity in the community
 - Have available the summary of activities of all community members.
 - Lead prayer and discussion of prospective team members
 - Once approved by the committee, present to the Board for approval.
- Provide sign-in sheets at all community activities for which you are collecting information unless the board decides this isn't necessary.
- Determine candidates for Lay Director of upcoming walks and present to the Board for its approval.

Updated by Kerrie Zeuch on 9/1/23