

Classis Grand Rapids East
CLASSIS SAFE CHURCH TEAM LEADER
Position Description

The purpose of the Classis Safe Church Team is to encourage and equip congregational leaders and members for engaging in abuse awareness, prevention, and situational response.

1. Primary Task

To provide leadership, coordination, and support to the Safe Church Team in equipping Classis Grand Rapids East congregations and their leaders in raising awareness of abuse, preventing abuse, and responding appropriately to perpetrators and survivors of abuse.

2. General Provisions

- a. Recruited by the Classis Ministry Coordinator on the basis of experience, ability, and passion for this particular area of ministry.
- b. Appointed by classis upon recommendation of the Executive Team.
- c. May be a minister, commissioned pastor, elder or deacon, or other church leader.
- d. Provided an honorarium for services.
- e. Participates in a performance evaluation during each term of service.
- f. Ordinarily serves a three-year term, and is eligible for renewal, subject to classis guidelines.
- g. Accountable to classis by way of the Classis Ministry Coordinator.

3. Responsibilities/Expectations

- a. Serve as a member of the Ministry Planning Team of Classis.
- b. Recruit and convene a diverse team of 4-6 persons from among representatives of member churches to function as the Safe Church Team of classis (cf. Classis Guidelines, II, C-1 & D-1), convening the group at least twice annually.
- c. Head efforts, with the Safe Church Team's assistance, in these matters:
 - b. Encourage and assist each member church in the appointment of an active Safe Church representative.
 - c. Ensure that each member church has adequate information and up-to-date policies regarding the various types of abuse.
 - d. Convene an advisory panel, in consultation with the Safe Church Office, to fact-find allegations of misconduct by an adult against a present or former church member within classis.
 - e. Provide an advocate to a claimant of misconduct when an advisory panel is convened.
 - f. Offer short-term pastoral care to all parties following a recent or historical allegation of abuse, including to family members.
- a. Serve as classis liaison with CRCNA Safe Church Ministry and congregational and classis leaders regarding Safe Church matters.
- b. Maintain current data and personal contact with a representative from each member church regarding Safe Church matters.

- c. Collaborate with the Safe Church Team and possible other partners in organizing at least two events annually for encouraging and equipping congregations to be safe places for survivors of abuse and for training congregational leaders in best practices for abuse prevention.
- d. Promote observance of the annual Abuse Awareness Sunday by member congregations.
- e. Recommend ways for other Classis Ministry Teams to collaborate with the Safe Church Team in helping to create congregational culture that discourages abuse of power.
- f. Inform the Stated Clerk, Pastor to Pastor, and Church Visiting team leader when situations of abuse are alleged.
- g. Submit written reports to the Ministry Coordinator in August, December, and April for information to the MPT, ET, and classis.

1-25-2024