

Roles and Responsibilities for New Member Committee

The New Member Committee is responsible for expanding and maintaining membership in the Presbyterian Church of Barrington. As such, the committee is responsible for the following activities:

1. Plan and oversee 6 new member orientation sessions each year
2. Create a formal welcome process for visitors
3. Create a formal welcome process for new members
4. Create and manage a follow up program for new members
5. Create a photo and or video record to introduce new members to the congregation
6. Collaborate with other committees to identify visitors and/or potential new members
7. Attract new members through collaboration with the communication committee
8. Share testimonials and updated information for the PCB website
9. Connect new members to critical resources ie. Deacons, Community Church Builder, newsletter
10. Notify Deacons of new members
11. Edit and maintain an updated new member guide
12. Revise the new member form as needed
13. Create and manage a yearly budget
14. Create and maintain an informal record of new members and their interests

Member expectations:

- 6-7 members on committee
- Need age and gender diversity
- comfortable welcoming and conversing with others
- demonstrating relatively regular attendance