



Word of Life Temple Inc.

Auxiliaries in Ministry Handbook 2026-27

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Reach - Restore - Rebuild

Matthew 28:18-20 | 1 Corinthians 10:33 KJV

This handbook organizes the auxiliaries and ministries of Word of Life Temple Inc. according to the approved Five Ships structure and the updated leadership accountability flow. It is intended to clarify where each ministry belongs, how ministry work flows, and who provides oversight and accountability.

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Opening Framework

Word of Life Temple Inc. operates auxiliaries called ministries. These ministries are organized into five divisions, informally known as ships, that together make up the larger ministry work of Word of Life Temple Inc.

The five divisions are: **Division of Stewardship (Red)**; **Division of Discipleship (Yellow)**; **Division of Fellowship (Blue)**; **Division of Friendship (Orange)**; **Division of Worship (Green)**; each division carries a ministry focus and a distinct accountability lane.

Purpose Statement

All for the Glory of God. In Unity. On Mission. For Impact.

The work of every division should help Word of Life Temple Inc. reach, restore, and rebuild lives through Jesus Christ while serving the congregation, community, and world.

Official Organizational Structure

The authority and accountability structure flows in the following order:



Board of Directors Advisory Lane

The Board of Directors serves in an advisory role only. The Board advises the Senior Pastor / CEO / President on governance, policy, finance, and oversight. The Board does not replace the Senior Pastor as the spiritual and final authority of the house.

Ministry Execution Flow

Church Administrator / Creative Director	Ministry Directors	Ministry Leaders & Team Leaders	Volunteers	Congregation	Community & World
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Ministry directors and all ministry leaders are accountable to the Church Administrator / Creative Director, who answers to the Senior Pastor. This keeps planning, communication, execution, and follow-up in one clear flow.

Five Divisions Overview

Division	Color	Focus	Ministries / Auxiliaries
Division of Stewardship	Red	Executive Oversight, Governance & Operations	Clergy; Board of Directors; Deacons & Deaconesses (Membership Care); Finance Ministry; Security Ministry; Network Administration; Planning Team (directed by Church Administrator / Creative Director); Clerical Administration; Church Mothers (Added May 2026); Armor Bearers & Adjutants; Campus Beautification & Facilities; Ministry Directors Council
Division of Discipleship	Yellow	Spiritual Development & Training	WOLT University; Sunday School; Evangelism; Bible Study; New Members Orientation; Leadership Development & Training
Division of Fellowship	Blue	Congregational Fellowship & Community Building	Men's Ministry; Women's Ministry; N.E.W. Generation - Children, Youth, Young Adults; Hospitality & Food Service; Seniors Ministry; Couples & Marriage Ministry; Singles Ministry
Division of Friendship	Orange	Outreach, Connection & Congregational Support	Food & Clothing Bank; Transportation Ministry; Usher Board; McFadgion Scholarship; Health & Wellness Ministry (Added Nov 2025); Pastor's Aide Ministry; B.A.L.M. Ministry; First Touch Ministry - Greeters, Parking Lot Team, First-Time Guests, Onboarding
Division of Worship	Green	Worship Experience & Creative Arts	Sound Room; Creativity & Innovativeness: Audio, Media, Marketing; Praise & Worship; YA Praise & Worship (Added May 2026); Men's Choir; Mass Choir; Dance / Mime; Drama Ministry; Intercessory Prayer Team (Added April 2026)

DIVISION OF STEWARDSHIP

Executive Oversight, Governance & Operations

Official ministries / auxiliaries:

- Clergy
- Board of Directors
- Deacons & Deaconesses (Membership Care)
- Finance Ministry
- Security Ministry
- Network Administration
- Planning Team (directed by Church Administrator / Creative Director)
- Clerical Administration
- Church Mothers (Added May 2026)
- Armor Bearers & Adjutants
- Campus Beautification & Facilities
- Ministry Directors Council

Role Descriptions

Senior Leadership

Purpose: Provides senior-level vision, spiritual tone, leadership direction, and stewardship culture for the entire ministry.

Key responsibilities:

- Carry and communicate the spiritual vision of the house.
- Support unity between pastoral leadership, ministry leaders, and the congregation.
- Model humility, excellence, honor, consistency, and accountability.

Accountability: Senior Pastor / CEO / President. | **Partners:** Church Administrator, Founders, Board of Directors, ministry directors.

Founders / Pastors Emeriti

Purpose: Honor the legacy, heritage, and foundation of Word of Life Temple Inc. and preserve the spirit of the work already established.

Key responsibilities:

- Serve as historical and spiritual reference points as requested by Senior Leadership.
- Support legacy moments, heritage recognition, and institutional memory.
- Remain honored as foundational leaders of the ministry.

Accountability: Senior Pastor. | **Partners:** Senior Leadership, Library and Archives, Church Administrator.

Senior Pastor / CEO / President

Purpose: Serves as the spiritual leader, final pastoral authority, chief visionary, and organizational head of Word of Life Temple Inc.

Key responsibilities:

- Cast and protect the mission, vision, and values of the church.
- Provide spiritual oversight, preaching, teaching, leadership, and final direction.
- Work with the Board of Directors and Church Administrator to keep operations aligned with the mission.
- Give final approval for major ministry, policy, financial, and organizational decisions.

Accountability: God and the call of pastoral stewardship. | **Partners:** Senior Leadership, Board of Directors, Church Administrator, clergy, ministry directors.

Board of Directors - Advisory Role Only

Purpose: Advises the Senior Pastor on matters of governance, policy, finance, oversight, legal concerns, and institutional accountability.

Key responsibilities:

- Provide counsel on governance, policy, finance, and organizational oversight.
- Review major operational, facility, budget, and legal matters as requested.
- Protect the long-term integrity and sustainability of the church.
- Advise without replacing or superseding the Senior Pastor as final pastoral authority.

Accountability: Senior Pastor / CEO / President. | **Partners:** Finance Ministry, Trustees or facility leaders, Church Administrator.

Church Administrator / Creative Director

Purpose: Oversees and manages ministry systems, communication, planning, creative standards, operations, and administrative execution under the Senior Pastor.

Key responsibilities:

- Direct the Planning Team and coordinate ministry calendars, communication, and follow-up.
- Manage ministry records, documents, reports, branding, announcements, and administrative systems.
- Support ministry directors with planning, accountability, forms, meetings, and event execution.
- Bring unresolved ministry needs, risks, and decisions to the Senior Pastor.

Accountability: Senior Pastor / CEO / President. | **Partners:** Ministry Directors Council, Planning Team, Board of Directors, division leaders.

Ministry Directors Council - Advisory Role Only

Purpose: Provides ministry input, collaboration, and strategic recommendations while helping division leaders work together in order.

Key responsibilities:

- Attend council meetings prepared with ministry updates, needs, wins, concerns, and recommendations.
- Coordinate shared events, calendars, volunteer needs, and communication timelines.
- Serve as an advisory body to support ministry alignment, not as a governing board.

Accountability: Church Administrator / Creative Director under the Senior Pastor. | **Partners:** All ministry directors and team leaders.

Clergy

Purpose: Serve through preaching, teaching, prayer, altar ministry, pastoral support, spiritual leadership, and biblical example.

Key responsibilities:

- Support worship services, Bible study, sacraments, prayer, member care, and discipleship as assigned.
- Represent the church with integrity, humility, doctrinal soundness, and confidentiality.
- Assist the Senior Pastor in strengthening the spiritual life of the congregation.

Accountability: Senior Pastor and delegated pastoral leadership. | **Partners:** Deacons, Discipleship leaders, Worship leaders, First Touch.

Deacons & Deaconesses - Membership Care

Purpose: Serve as spiritual servant-leaders who assist pastoral leadership and carry membership care under the Division of Stewardship.

Key responsibilities:

- Support sacraments, visitation, prayer, practical care, member follow-up, and family support.
- Assist with new member connection after orientation and help members remain connected and cared for.
- Model humility, confidentiality, spiritual maturity, order, and faithfulness.

Accountability: Senior Pastor and delegated clergy leadership. | **Partners:** First Touch, New Members Orientation, Pastor's Aide, Worship.

Finance Ministry

Purpose: Supports the financial health and stewardship of the church through budgeting, reporting, receiving, disbursements, and accountability.

Key responsibilities:

- Assist with budgets, giving records, deposits, financial review, and spending accountability.
- Ensure church funds are handled according to legal, ethical, and biblical standards.
- Maintain confidentiality, accuracy, and readiness for financial review.

Accountability: Senior Pastor, Board of Directors, and assigned finance leadership. | **Partners:** Treasurer, Financial Secretary, Church Administrator.

Security Ministry

Purpose: Ensures the safety and security of church property, staff, members, and guests during services, events, and campus activities.

Key responsibilities:

- Maintain a visible, respectful, and welcoming safety presence.
- Monitor entrances, parking areas, hallways, and special event movement.
- Respond calmly and professionally to safety concerns and emergencies.
- Coordinate with First Touch and ushers so safety and hospitality work together.

Accountability: Church Administrator and Senior Pastor. | **Partners:** First Touch, Usher Board, Facilities, Parking Lot Team.

Network Administration

Purpose: Maintains and supports the church technology infrastructure, network access, connectivity, and basic IT systems.

Key responsibilities:

- Support routers, switches, wireless access points, computers, network accounts, and system reliability.
- Troubleshoot connectivity for worship, offices, classrooms, meetings, and events.
- Protect passwords, access, devices, and digital assets.

Accountability: Church Administrator / Creative Director. | **Partners:** Sound Room, Media, Clerical Administration, Facilities.

Planning Team

Purpose: Supports church-wide planning, service preparation, event logistics, timelines, supplies, and operational execution.

Key responsibilities:

- Work under the Church Administrator / Creative Director for planning direction and accountability.
- Assist with task lists, room setups, volunteer assignments, supplies, timelines, and post-event review.
- Coordinate with affected divisions before details are announced or executed.

Accountability: Church Administrator / Creative Director. | **Partners:** Hospitality, Worship, First Touch, Security, Facilities.

Clerical Administration

Purpose: Supports office procedures, records, documents, communication, forms, correspondence, and administrative organization.

Key responsibilities:

- Maintain organized files, forms, reports, meeting notes, attendance, and ministry documents.
- Assist with communication, letters, copies, registrations, and recordkeeping.
- Maintain confidentiality and accuracy in church administrative matters.

Accountability: Church Administrator / Creative Director. | **Partners:** Finance, Ministry Directors, Pastor's Office.

Church Mothers

Purpose: Provide spiritual wisdom, prayerful presence, encouragement, and mature example within the congregation.

Key responsibilities:

- Support the spiritual atmosphere of the church through prayer, care, wisdom, and encouragement.
- Model holiness, humility, love, maturity, and intergenerational support.
- Assist pastoral leadership with nurturing support when requested.

Accountability: Senior Pastor and pastoral leadership. | **Partners:** Clergy, Deacons & Deaconesses, Women's Ministry.

Armor Bearers & Adjutants

Purpose: Provide physical, spiritual, protocol, and logistical support to the Senior Pastor and assigned spiritual leaders.

Key responsibilities:

- Assist with movement, preparation, materials, service flow, hospitality, and leader support.
- Protect the leader's focus by handling practical needs with discretion and humility.
- Serve without entitlement, attention-seeking, or interference with pastoral leadership.

Accountability: Senior Pastor or assigned spiritual leader. | **Partners:** Security, Pastor's Aide, Worship, First Touch.

Campus Beautification & Facilities

Purpose: Supports the appearance, cleanliness, readiness, maintenance, and responsible use of church spaces and grounds.

Key responsibilities:

- Assist with campus setup, room readiness, building care, landscaping coordination, and facility needs.
- Report repairs, hazards, supply needs, and facility concerns in a timely manner.
- Help ensure the church environment reflects excellence and hospitality.

Accountability: Church Administrator / Creative Director. | **Partners:** Security, Planning Team, Hospitality, Trustees or facility leaders.

DIVISION OF DISCIPLESHIP

Spiritual Development & Training

Official ministries / auxiliaries:

- WOLT University
- Sunday School
- Evangelism
- Bible Study
- New Members Orientation
- Leadership Development & Training

Role Descriptions

WOLT University

Purpose: Serves as the discipleship and training umbrella for Christian education, biblical learning, orientation, evangelism, and leadership development.

Key responsibilities:

- Coordinate discipleship opportunities that help members grow in Scripture, doctrine, service, and spiritual discipline.
- Maintain class schedules, teachers, training materials, attendance, and learning records.
- Prepare members to grow, serve, lead, and live out the mission of the church.

Accountability: Discipleship leadership, Church Administrator, and Senior Pastor. | **Partners:** Sunday School, Evangelism, Bible Study, NMO, Leadership Development.

Sunday School

Purpose: Provides structured biblical teaching and spiritual formation for members and guests through age-appropriate or class-based instruction.

Key responsibilities:

- Recruit, schedule, support, and train teachers and classroom helpers.
- Use approved lessons and begin classes on time with order and preparation.
- Track attendance, class needs, student concerns, and growth opportunities.

Accountability: WOLT University leadership. | **Partners:** Teachers, Clerical Administration, Church Administrator.

Evangelism

Purpose: Equips and mobilizes the church to share the gospel, reach people for Christ, and help connect seekers to the church family.

Key responsibilities:

- Plan evangelism efforts, outreach training, community connection, and witness opportunities.
- Encourage members to invite, share, and serve with compassion and biblical clarity.
- Coordinate follow-up with First Touch, NMO, and Deacons & Deaconesses when needed.

Accountability: WOLT University leadership. | **Partners:** First Touch, Friendship ministries, Clergy.

Bible Study

Purpose: Provides regular biblical teaching that deepens understanding of Scripture and strengthens Christian living.

Key responsibilities:

- Prepare and teach lessons with biblical accuracy, clarity, and relevant application.
- Encourage questions, discussion, spiritual growth, and accountability.
- Align Bible Study topics with pastoral direction and the needs of the congregation.

Accountability: Senior Pastor and WOLT University leadership. | **Partners:** Teachers, Media, Clerical Administration.

New Members Orientation

Purpose: Welcomes and orients new members into WOLT culture, beliefs, expectations, mission, and ministry pathways.

Key responsibilities:

- Teach the mission, vision, leadership structure, expectations, covenant, and service pathways.
- Help new members understand how to connect, grow, serve, and complete onboarding steps.
- Coordinate with First Touch and Deacons & Deaconesses for follow-up and care.

Accountability: WOLT University leadership. | **Partners:** First Touch, Deacons & Deaconesses, Clerical Administration.

Leadership Development & Training

Purpose: Equips ministry leaders, team leaders, and emerging leaders with biblical, practical, and administrative leadership skills.

Key responsibilities:

- Plan leadership classes, workshops, trainings, and accountability sessions.
- Teach expectations for communication, service, meeting order, stewardship, and team leadership.
- Support succession, volunteer development, and ministry excellence.

Accountability: WOLT University leadership and Church Administrator. | **Partners:** Ministry Directors Council, Senior Pastor, Clerical Administration.

DIVISION OF FELLOWSHIP

Congregational Fellowship & Community Building

Official ministries / auxiliaries:

- Men's Ministry
- Women's Ministry
- N.E.W. Generation - Children, Youth, Young Adults
- Hospitality & Food Service
- Seniors Ministry
- Couples & Marriage Ministry
- Singles Ministry

Role Descriptions

Men's Ministry

Purpose: Builds, strengthens, and discipless men while promoting spiritual growth, brotherhood, service, and leadership.

Key responsibilities:

- Plan gatherings, discipleship opportunities, service projects, and fellowship events for men.
- Encourage men to grow as worshippers, servants, fathers, husbands, brothers, and leaders.
- Support church-wide fellowship and outreach moments as assigned.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** Women's Ministry, Hospitality, Discipleship.

Women's Ministry

Purpose: Provides fellowship, discipleship, support, and service opportunities for women in the church and community.

Key responsibilities:

- Plan gatherings, prayer moments, service projects, and fellowship events for women.
- Encourage spiritual growth, sisterhood, mentorship, and whole-life support.
- Support church-wide events, hospitality, and care moments as assigned.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** Church Mothers, Hospitality, Discipleship.

N.E.W. Generation

Purpose: Serves children, youth, and young adults through age-appropriate ministry, discipleship, fellowship, and community building.

Key responsibilities:

- Plan safe, relevant, faith-filled opportunities for children, youth, and young adults.
- Coordinate leaders and volunteers for each age group: Children, Youth, and Young Adults.
- Develop participants spiritually, socially, and in service to the church and community.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** WOLT University, Transportation, Security, Worship, Hospitality.

Children

Purpose: Supports children with age-appropriate teaching, care, activities, and fellowship within N.E.W. Generation.

Key responsibilities:

- Create safe, welcoming, and developmentally appropriate ministry spaces.
- Coordinate volunteers, sign-in needs, child safety expectations, and family communication.
- Help children learn faith, worship, service, and belonging.

Accountability: N.E.W. Generation leadership. | **Partners:** Parents, Youth leaders, Security.

Youth

Purpose: Supports middle and high school aged youth through discipleship, fellowship, mentorship, and service.

Key responsibilities:

- Plan activities and teaching that connect biblical truth to youth life and culture.
- Encourage participation in worship, service, leadership, and church community.
- Maintain safety, accountability, and communication with families and leadership.

Accountability: N.E.W. Generation leadership. | **Partners:** Parents, Young Adult leaders, Transportation, Security.

Young Adults

Purpose: Supports young adults through spiritual formation, fellowship, leadership development, and meaningful connection.

Key responsibilities:

- Plan gatherings, studies, service opportunities, and fellowship events for young adults.
- Encourage ownership, leadership, worship participation, and mature discipleship.
- Bridge young adults into broader church service and leadership pipelines.

Accountability: N.E.W. Generation leadership. | **Partners:** WOLT University, Worship, Men's and Women's ministries.

Hospitality & Food Service

Purpose: Plans, prepares, coordinates, and serves meals or refreshments for church fellowship, services, and approved events.

Key responsibilities:

- Plan menus, supplies, serving teams, kitchen use, cleanup, and food safety expectations.
- Coordinate meal-related details with event leaders before services or programs.
- Serve with excellence, order, cleanliness, and a welcoming spirit.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** Planning Team, Pastor's Aide, Facilities.

Seniors Ministry

Purpose: Supports senior adults with fellowship, spiritual encouragement, care connection, and opportunities for meaningful involvement.

Key responsibilities:

- Plan fellowship and support opportunities that honor senior adults and keep them connected.
- Coordinate practical needs or care concerns with Deacons & Deaconesses when appropriate.
- Encourage intergenerational wisdom, service, and belonging.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** Deacons & Deaconesses, Transportation, Hospitality.

Couples & Marriage Ministry

Purpose: Strengthens couples and marriages through fellowship, encouragement, biblical teaching, and relationship-building opportunities.

Key responsibilities:

- Plan couples gatherings, marriage enrichment, and relationship-focused ministry moments.
- Encourage healthy communication, spiritual unity, and covenant commitment.
- Coordinate with pastoral leadership for sensitive counseling or care needs.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** Clergy, Hospitality, Men's and Women's ministries.

Singles Ministry

Purpose: Provides fellowship, encouragement, discipleship, and support for unmarried adults in the church.

Key responsibilities:

- Plan gatherings and conversations that build community and spiritual growth.
- Encourage service, wholeness, purpose, and healthy connection.
- Support inclusion of singles in the full life of the church.

Accountability: Fellowship leadership and Church Administrator. | **Partners:** WOLT University, Hospitality, Men's and Women's ministries.

DIVISION OF FRIENDSHIP

Outreach, Connection & Congregational Support

Official ministries / auxiliaries:

- Food & Clothing Bank
- Transportation Ministry
- Usher Board
- McFadgion Scholarship
- Health & Wellness Ministry (Added Nov 2025)
- Pastor's Aide Ministry
- B.A.L.M. Ministry
- First Touch Ministry - Greeters, Parking Lot Team, First-Time Guests, Onboarding

Role Descriptions

Food & Clothing Bank

Purpose: Oversees compassionate distribution of food, clothing, and resources to those in need while building healthy community partnerships.

Key responsibilities:

- Manage inventory, donations, volunteer schedules, pickup, distribution, and documentation.
- Maintain partnerships with Food Lion, Second Harvest Food Bank, and other partners as assigned.
- Serve individuals and families with dignity, fairness, order, and Christlike compassion.

Accountability: Friendship leadership and Church Administrator. | **Partners:** Volunteers, Security, Facilities, Community partners.

Transportation Ministry

Purpose: Coordinates safe, reliable, and timely transportation services for members, guests, events, and outreach activities.

Key responsibilities:

- Schedule drivers, vehicles, routes, pickups, drop-offs, and transportation requests.
- Maintain safety expectations, driver readiness, vehicle care, and communication.
- Coordinate transportation support for seniors, youth, outreach, and special events as approved.

Accountability: Friendship leadership and Church Administrator. | **Partners:** Security, N.E.W. Generation, Seniors Ministry, Facilities.

Usher Board

Purpose: Creates a welcoming, organized, and spiritually supportive worship environment through seating, service flow, and congregational assistance.

Key responsibilities:

- Schedule, train, and supervise ushers for services and special events.
- Assist with seating, offering, communion, altar flow, emergencies, and guest support as assigned.
- Work with First Touch so greeting, seating, and guest experience remain connected.

Accountability: Friendship leadership and Church Administrator. | **Partners:** First Touch, Security, Deacons & Deaconesses, Worship.

McFadgion Scholarship

Purpose: Oversees the scholarship program, including promotion, application support, selection process, award coordination, and program accountability.

Key responsibilities:

- Communicate scholarship requirements, deadlines, application steps, and award details.
- Maintain confidentiality, fairness, and accuracy during application and review.
- Promote educational opportunities within the church community.

Accountability: Friendship leadership and Church Administrator. | **Partners:** Finance Ministry, Board of Directors, N.E.W. Generation.

Health & Wellness Ministry

Purpose: Supports whole-person wellness by encouraging healthy living, health education, screening awareness, and wellness-related resources.

Key responsibilities:

- Plan wellness moments, health education, screenings, resources, or health-focused events as approved.
- Promote physical, mental, emotional, and spiritual well-being with care and confidentiality.
- Coordinate with leadership for sensitive health concerns or community partnerships.

Accountability: Friendship leadership and Church Administrator. | **Partners:** Deacons & Deaconesses, Hospitality, Community partners.

Pastor's Aide Ministry

Purpose: Provides organized support, appreciation, hospitality, and care for the Senior Pastor and First Family.

Key responsibilities:

- Coordinate pastor support for regular services, special services, anniversaries, travel, and hospitality needs.
- Maintain schedules, supplies, communication, and care plans with dignity and confidentiality.
- Support the leader without creating pressure, favoritism, or disorder.

Accountability: Senior Pastor / First Family and Church Administrator. | **Partners:** Hospitality, Armor Bearers & Adjutants, Planning Team.

B.A.L.M. Ministry

Purpose: Serves as a Friendship ministry for outreach, mentoring, support, and connection as assigned by leadership.

Key responsibilities:

- Build meaningful relationships through care, outreach, encouragement, and community support.
- Coordinate ministry activities with the Friendship division and the Church Administrator.
- Keep volunteers aligned with church values, safety expectations, and approved communication.

Accountability: Friendship leadership and Church Administrator. | **Partners:** First Touch, Transportation, Health & Wellness, N.E.W. Generation as needed.

First Touch Ministry

Purpose: Manages the guest entry experience from the parking lot to onboarding so guests and new members feel welcomed, guided, and connected.

Key responsibilities:

- Coordinate Greeters, Parking Lot Team, First-Time Guests, and Onboarding as one connected ministry pathway.
- Welcome guests warmly, provide direction, collect needed information, and help guests know their next step.
- Communicate guest and onboarding follow-up needs to New Members Orientation and Deacons & Deaconesses.

Accountability: Friendship leadership and Church Administrator. | **Partners:** Ushers, Security, New Members Orientation, Deacons & Deaconesses.

First Touch Subteams

Purpose: Greeters, Parking Lot Team, First-Time Guests, and Onboarding function under First Touch rather than as separate ministries.

Key responsibilities:

- Greeters welcome members and guests at doors and entry points with warmth and clarity.
- Parking Lot Team assists arrival, traffic flow, safety, and exterior welcome.
- First-Time Guests supports guest identification, guidance, information collection, and hospitality.
- Onboarding connects new people to next steps, orientation, and care pathways.

Accountability: First Touch Ministry leadership. | **Partners:** Ushers, Security, WOLT University, Deacons & Deaconesses.

DIVISION OF WORSHIP

Worship Experience & Creative Arts

Official ministries / auxiliaries:

- Sound Room
- Creativity & Innovativeness: Audio, Media, Marketing
- Praise & Worship
- YA Praise & Worship (Added May 2026)
- Men's Choir
- Mass Choir
- Dance / Mime
- Drama Ministry
- Intercessory Prayer Team (Added April 2026)

Role Descriptions

Sound Room

Purpose: Supports sound, media, livestream, service flow, and technical readiness for worship services and approved events.

Key responsibilities:

- Prepare, test, operate, and maintain sound, microphones, cameras, livestream, computers, and presentation equipment.
- Support rehearsals, services, recordings, and special events with excellence and calm problem-solving.
- Keep equipment organized, labeled, charged, secure, and ready for ministry use.

Accountability: Worship leadership and Church Administrator. | **Partners:** Musicians, Praise & Worship, Media, Network Administration.

Creativity & Innovativeness: Audio, Media, Marketing

Purpose: Develops and manages creative communication, media production, design, photography, videography, livestream, and marketing support.

Key responsibilities:

- Create flyers, slides, social media assets, lower thirds, printed media, and other approved communication materials.
- Capture and organize photos, videos, recordings, and media files for communication and archives.
- Maintain WOLT branding, accuracy, excellence, and approved public communication standards.

Accountability: Church Administrator / Creative Director. | **Partners:** Sound Room, ministry directors, Pastor's Office.

Praise & Worship

Purpose: Leads the congregation in heartfelt praise and worship through prepared, spiritually focused vocal ministry.

Key responsibilities:

- Attend rehearsals, learn music, arrive prepared, and support the service flow.
- Lead worship in a God-centered way that invites participation and honors the direction of leadership.
- Maintain stage etiquette, spiritual readiness, unity, and excellence.

Accountability: Worship leadership, Minister of Music, or Music Director. | **Partners:** Musicians, Sound Room, Choirs.

YA Praise & Worship

Purpose: Provides worship leadership opportunities for young adults while strengthening youth and young adult worship participation.

Key responsibilities:

- Prepare spiritually and musically for assigned services or events.
- Coordinate with Worship leadership and N.E.W. Generation as needed.
- Model maturity, worship focus, unity, and accountability.

Accountability: Worship leadership. | **Partners:** N.E.W. Generation, Praise & Worship, Sound Room.

Men's Choir

Purpose: Leads men in worship through choir ministry, spiritual preparation, rehearsal, and musical excellence.

Key responsibilities:

- Select and rehearse music appropriate for assigned services and ministry moments.
- Build unity, discipline, attendance, and spiritual focus among choir members.
- Coordinate with Worship leadership for service planning and presentation.

Accountability: Worship leadership / Music Director. | **Partners:** Sound Room, Musicians, Men's Ministry.

Mass Choir

Purpose: Brings together vocalists across the church to provide powerful and unified worship through choir ministry.

Key responsibilities:

- Select music, schedule rehearsals, direct choir members, and prepare for services and special events.
- Develop musical excellence, unity, attendance, and spiritual focus.
- Coordinate with musicians and Sound Room for rehearsal and service readiness.

Accountability: Worship leadership / Music Director. | **Partners:** Musicians, Sound Room, Praise & Worship.

Dance / Mime

Purpose: Uses movement, praise dance, and mime to express worship and communicate biblical messages during services and events.

Key responsibilities:

- Select music or themes, choreograph presentations, and lead rehearsals.
- Ensure movements, attire, and presentations are worshipful, modest, respectful, and aligned with service flow.
- Develop unity, spiritual growth, and discipline among participants.

Accountability: Worship leadership. | **Partners:** Drama Ministry, Sound Room, Media.

Drama Ministry

Purpose: Plans, directs, and produces drama presentations that support the mission, vision, and biblical message of the church.

Key responsibilities:

- Write or select scripts, recruit cast, schedule rehearsals, and direct presentations.
- Ensure drama pieces communicate biblical messages clearly, creatively, and reverently.
- Coordinate staging, props, media, costumes, and timing with worship leadership.

Accountability: Worship leadership and Church Administrator. | **Partners:** Dance / Mime, Media, Hospitality as needed.

Intercessory Prayer Team

Purpose: Supports the spiritual atmosphere of the church through prayer, intercession, and assigned prayer coverage.

Key responsibilities:

- Pray for services, leadership, members, guests, ministries, and community needs.
- Maintain confidentiality, spiritual maturity, and biblical order in prayer ministry.
- Coordinate assigned prayer times and service coverage with leadership.

Accountability: Senior Pastor and Worship / prayer leadership. | **Partners:** Clergy, Church Mothers, Deacons & Deaconesses.

Accountability and Service Expectations

- Every ministry serves the mission of Word of Life Temple Inc. and must operate in unity with Senior Leadership.
- Ministry directors should communicate plans, needs, changes, and concerns through the Church Administrator / Creative Director unless pastoral leadership directs otherwise.
- Ministry leaders should not create independent systems, calendars, public announcements, or spending commitments without approval.
- Volunteers should be trained, scheduled, supported, and treated with honor.
- All service should reflect order, excellence, humility, confidentiality, and love.
- When ministry areas overlap, leaders should collaborate instead of competing for space, volunteers, or communication time.
- All ministries should point the congregation toward discipleship, service, unity, and the broader mission to reach, restore, and rebuild.

Closing Charge

The Five Ships are not separate churches inside the church. They are coordinated ministry lanes serving one mission, one house, and one God. Each ministry must work together so that Word of Life Temple Inc. remains in unity, on mission, and positioned for impact.