



AMERICAN BAPTIST CHURCHES OF THE SOUTH
5124 Greenwich Ave., Baltimore, Maryland 21229-2314, 410-947-0100, FAX 410-947-7927
Website: www.abcots.org E-mail: wparrish@abcots.org

Dr. W.L. Parrish, II, Executive Minister

Responsibilities for Cluster Coordinator

1. Keep in close contact with the ABCOTS Contact Representative and Pastor of the cluster church through letters, telephone calls, emails, and personal contact.
2. Be a link between the Moderator, the Area Program Board, the Area Pastor, and the Area Cluster Churches.
3. Work through the Area Cluster church Pastors, Church contact person(s), and Program Board Committees to promote the programs of ABCOTS and the Area.
4. Work with the Area Mission Chairperson to carry out the two primary objectives for the Area: Mission Interpretation and Mission Promotion.
5. Encourage fellowship between churches assigned to the Area Cluster, thereby building and enhancing relationships.
6. Plan and executive a minimum of one educational training session/workshop with you Cluster Churches.
7. Encourage Cluster churches to give to United Mission Basics/ Region offering at the beginning of the year, and aggressively support and assist in promoting the Five Annual Offerings:
 1. America For Christ/AFC February/March
 2. One Great Hour of Sharing/OGHS June
 3. Regional Offering/RO July
 4. World Mission Offering October
 5. Retired Ministers & Missionaries December
8. Encourage the Cluster Churches to complete the Cooperating Church Annual Report.
9. Attend other Cluster meetings within the Area, where feasible, to give support to the total program.
10. Keep the Vice-Moderator and Moderator informed of dates and times of all activities involving Cluster churches.
11. Attend Leadership Development training classes.
12. Submit a written report to the Secretary two weeks prior to the Executive/Program Board Meeting on the activities and developments in the Cluster churches.
13. Contact the Area Secretary or Area Moderator on any pertinent information that is received from the Cluster churches, i.e. Deaths, etc. received before the Area Executive/Program Board Meeting.
14. Offer support and encouragement to visiting missionaries upon the request of the Regional Staff.
15. Attend meetings of the Area Board.