

Finance Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Finance shall have special responsibility with the guidance of the pastor(s) to make recommendations to the treasurer as to which outstanding bills will be paid and they shall prepare a congregational budget for the annual meeting. They shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on Finance shall:

Make recommendations to the treasurer as to which outstanding bills will be paid.

Coordinate with Membership / Evangelism Team and see that offering envelopes are ordered and distributed to all the members of the congregation.

Be responsible for the counting and recording of the offering money.

Prepare a budget for the annual meeting.

Submit monthly budgets and give a report to the church council and parish council as appropriate.

Provide a written report for each congregation's annual meeting.

Coordinate with Stewardship Team on status of congregational budget and needs.

Property / Management Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Property and Management shall have special responsibility with the guidance of the pastor(s) to make recommendations for the care and maintenance of all church properties, buildings, grounds, furnishings and insurance and they shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on property and management shall:

Keep the church buildings (Christian ed. building, church, parsonage, etc.) grounds, furnishings and equipment in good physical order.

Review the insurance policies of the congregation annually to ensure proper coverage.

Make recommendations for improvements of the properties and facilities and see that these improvements are accomplished in good order.

Make recommendations for the purchase of necessary equipment for effective and efficient maintenance and operation of the congregation.

Oversee the custodial work of the congregation, working with other ministry teams on cleaning before and after events.

Make arrangements for snow removal during the winter months.

Report status, and any desired purchases or needed expenses to the church council and parish council as appropriate.

Provide a written report for the congregation's annual meeting.

Stewardship Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Stewardship shall have special responsibility with the guidance of the pastor(s) for the congregations’ development in accordance with scriptural principles of stewardship. This program includes proper use of the gifts God has first given us: ourselves, our time and our possessions. They shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on Stewardship shall:

Develop a ministry of good stewardship regarding members’ time, talents and treasures in accordance with scriptural principles.

Keep members informed of the stewardship challenges of the congregation, conference, synod, and church-wide.

Help members to discover their gifts and talents and to explore ways of using their time, talents and treasures for the kingdom of God and help their neighbors.

Organize volunteers to take care of specific work projects needed in the congregation.

Secure ushers, greeters, communion assistants, scripture readers and others needed for worship services. This has been handled by securing a person(s) to find the callers for Caring/Sharing and Scripture Reader programs.

Report status, and any desired programs or needed expenses to the church council and parish council as appropriate.

Provide a written report for each congregation’s annual meetings.

Coordinate with other ministry teams on needs that need to be met.

Work with Worship team on ways to encourage good stewardship through recognition ceremonies.

Membership / Evangelism Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Evangelism shall have special responsibility with the guidance of the pastor(s) for developing a witness ministry program. This program strives to encourage one another to reach out to all people to bring them to faith in Jesus Christ and to invite them to become members of our community of faith. They shall also be responsible for the care and nurture of the elderly, shut-ins, inactive members and mission support. They shall make recommendations thereon to the Church Council.”

DUTIES:

The team on Evangelism shall:

Develop a witness ministry program which encourages one another to reach out to all people to bring them to faith in Jesus Christ.

Assist members of the congregation to witness to their faith in various circumstances (work and play).

Stimulate and promote fellowship within the congregation.

Provide opportunities for new members to be integrated into the life of the congregation.

Be responsible for the care and nurture of the elderly, shut-ins, inactive members and inform pastors of their needs.

Supply a directory of members for each congregation.

Report status, and any desired programs or needed expenses to the church council and parish council as appropriate.

Work with other teams for ideas on how the Gospel can be spread and the faith shared in our community and around the world.

Discern community needs and suggest ways to address them in our congregation.

Provide a written report for each congregation's annual meetings.

Education Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Education shall have special responsibility with the guidance of the pastor(s) to plan a learning ministry program. This program through the home and church, will nurture adults, youth, and children in Christian growth. The committee shall also be responsible for the supervision of all schools and training programs and they shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on Education shall:

Develop learning ministry programs to nurture adults, youth, and children in the Christian faith.

Supervise the church school, Vacation Bible School, First Communion, and Confirmation programs, adult education, and other educational opportunities of the congregation such as New Membership classes and training for roles in worship services.

Secure teachers and staff for the congregational education programs. Work with other ministry teams to find people to fill slots.

Report status, and any desired programs or needed expenses to the church council and parish council as appropriate.

Provide a written report for each congregation's annual meetings.

Plan and organize activities for Rally Week.

Plan and encourage ways for faith development in the home.

Youth Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on shall have special responsibility with the guidance of the pastor(s) for developing a ministry program to, with, by and for the youth of our congregation. This program, through a variety of activities, assists the youth of our congregation and community to grow in Christian faith, hope and love. They shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on Youth shall:

Develop a youth ministry to, with, by and for the youth of the parish.

Promote attendance at youth gatherings of the congregation, conference, synod and church-wide.

Promote attendance at Bible Camp, LYO and other activities / groups for youth to continue their growth in faith and participation in the body of Christ.

Assist youth to grow in their faith and identify with the life and ministry of the congregations.

Secure advisors for youth events.

Report status, and any desired programs or needed expenses to the church council and parish council as appropriate.

Provide a written report for each congregation's annual meeting.

Coordinate with other ministry teams for ways youths can use their gifts in the mission of the church.

Worship Ministry Team

Each of our congregation constitutions has these or similar words:

“The Committee on Worship shall have special responsibility with the guidance of the pastor(s) for all matters pertaining to the congregation’s worship and for the general spiritual care of the congregation and they shall make recommendations thereon to the Church Council.”

DUTIES:

The Team on Worship shall:

Provide worship services which are in accordance with the theology of the Lutheran Church.

Select hymns for the Worship Service in accordance with the ELW and other approved hymnals.

Notify office secretary of hymn selections and worship plans for bulletin preparation.

Plan weekly and special series:

Lenten	Holy Week
Graduation	Rally Wednesday
Quilt Sunday	Christmas Eve
Confirmation	Recognition ceremonies

Organize volunteers to decorate the church to enhance worship for festive holidays or events, as well as volunteers to remove decorations after holidays or events.

Report status, and any desired programs or needed expenses to the church council and parish council as appropriate.

Provide a written report for the annual congregational meeting.

Coordinate the work of choirs, organists, vocalists, ushers, communion assistants, scripture readers and others who are involved in the worship service.