

Christ Lutheran Church
Madley, Pennsylvania

Congregation Council Committee Descriptions

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CHRISTIAN EDUCATION COMMITTEE

The Christian Education Committee is responsible for developing, coordinating, and supervising all aspects of congregational Christian educational ministry. The duties of the committee include:

- To oversee the Sunday School program with classes available for all age groups-preschool to adult.
- To organize and oversee the Vacation Bible School program.
- To provide for catechetical instruction.
- To provide opportunities for adult Bible study.
- To develop new programs which serve the purpose of educational ministry and meet the needs and interests of the congregation's membership.
- To select resources for use in Christian educational ministry programs.
- To recruit and train leaders for educational ministry.
- To regularly review and evaluate the educational ministry.

Additional activities that traditionally fall under the auspices of this committee:

- Christmas program and party
- Advent and Lenten Day
- Valentine's ice-cream social
- Rally Day activities and picnic
- Various October activities

All Sunday School teachers are members of the Christian Education Committee

EVANGELISM COMMITTEE

The Evangelism Committee is responsible for planning, organizing, and supervising specific congregational witness ministries designed to reach others for Christ. The duties of the committee include the following:

- To expand the congregation's vision of evangelism opportunities and challenges and develop an overall witness strategy for the congregation.
- To promote education for evangelism among adults, youth, and children.
- To investigate and implement programs for inactive members as well as the un-churched
- To suggest ways of aiding active members in strengthening their faith and loyalties.
- To study and interpret community trends and needs.
- To provide for recruitment and training of congregational callers

FELLOWSHIP COMMITTEE

The Fellowship Committee is responsible for planning, supervising, and implementing social activities for the congregation. The duties of the committee include:

- To coordinate activities within the congregation's facilities and maintain and advertise a schedule of such events.
- To plan, coordinate, and supervise fellowship programs for all age groups of the congregation.
- To work in cooperation with other committees and groups of the congregation where and when required.

Suggested permanent members:

WELCA representative
Christian Education representative

FINANCE COMMITTEE

The Finance committee is responsible for financial management and budget preparation for the congregation. The duties of the committee include the following:

- To receive reports of budget needs to support the various congregational ministries from appropriate committees and groups. These inputs are to be used to prepare the annual budget. The budget is to be presented for approval to first the council and then the congregation.
- To provide financial management advice and oversight of expenditures and to report on financial and budgetary matters to the council.

Permanent members

Treasurer
Financial secretary

PROPERTY COMMITTEE

The Property Committee is responsible for the planning, administration, repair, inventory, replacement, protection, and use of all church property for the congregation. The duties of the committee include:

- To oversee the care, protection, repair, maintenance, and decoration of all church property. (Decoration includes putting up the Advent wreath and Christmas candles.)
- To Supervise the purchase and installation of all new equipment.
- To organize and schedule cleaning, lawn mowing, and landscaping.
- To employ and supervise all contract help on terms approved by the Church Council (e.g. carpet cleaning, window washing, major repairs)
- To maintain records of all plans, specifications, insurance coverage, inventories, contracts, and agreements as well as the maintenance, repair, and replacement schedules.
- To maintain an annual record of the appraised value of the property and equipment.
- To provide members of the congregation with suggestions for approved memorials or gifts.
- To maintain a schedule of church facility usage by church groups and outside groups.
- To provide leadership for long-range planning in building and ground improvements.

SOCIAL MINISTRY COMMITTEE

The Social Ministry Committee is responsible for guiding congregational activities in areas of social concern. The duties of the committee include:

- To help develop and strengthen a supportive congregational climate in which social ministry can happen.
- To analyze and study the social needs within the congregation as well as within the community it serves.
- To promote and guide the development of congregational social ministry projects
- To plan for and organize youth and adult study programs in areas of social concern.
- To recommend appropriate social action to the congregation.
- To act as the social conscience of the congregation

STEWARDSHIP COMMITTEE

The Stewardship Committee is responsible for leading the members of this congregation to higher levels of proportionate giving of their time, talent, and treasures for the Lord's work. The duties of this committee include:

- To practice personal stewardship and to lead by example
- To plan a year-round stewardship program
- To recommend stewardship policy to the church council
- To work with the Christian Education committee to provide for stewardship education
- To investigate and implement stewardship programs that are available through the ELCA
- To discover and use the individual talents God has given each member of the congregation.

Permanent members

Treasurer

Financial secretary

WORSHIP AND MUSIC

The Worship and Music Committee is responsible for overseeing the worship life of the congregation. The duties of the committee include:

- To plan worship services. The committee works with the pastor in planning and publicizing congregation worship for the church year.
- To recruit and provide training for acolytes, ushers, greeters, communion assistants, lay readers, and alter guild members.
- To schedule ushers, greeters, communion assistants, lay readers, and acolytes.
- To recruit, train, and schedule people to produce the bulletins
- To provide for the needs of the choir and the acolytes
- To purchase and maintain church instruments and worship supplies. (This includes tuning of the instruments and assuring that supplies such as candles, wine, wafers, baptismal items, and confirmation certificates are available as needed.)
- To maintain sound system
- To arrange for flowers (alter, Christmas poinsettias, Easter lilies)

Suggested permanent members

Alter guild representative

Organist

YOUTH MINISTRY

The Youth Ministry Committee is responsible for developing, coordinating, and supervising youth ministry and programming. The duties of the committee include:

- To plan for and provide support for regular meetings of the youth group
- To help the youth plan for fundraising activities
- To assist our young people in planning and conducting at least one "youth Sunday" worship service per year
- To help the youth plan and organize various activities such as bowling, sled riding, lock-ins, etc.
- To arrange opportunities for the youth to participate in activities sponsored by the synod or national church
- To act as a liaison between the youth group and the church council