



Vestry Position Description

Qualifications:

Active, visible participation in the life of St. Paul's, with time, talents and gifts. Vestry members are expected to attend worship services, contribute to the annual pledge campaign, and help out at special events.

Commitment Needed:

- Regular attendance at Vestry meetings. Vestry terms are for three years. The Vestry meets on the third Tuesday of the month. Dinner begins at 6:30 p.m. with a meal provided by a Vestry member on a rotating basis. Meetings begin at 7 p.m. and generally last no later than 9 p.m.
- In addition to meetings of the Vestry itself, members are expected to offer service or leadership in at least one other committee or area of ministry within the parish.
- Each Vestry member acts as a liaison to different ministries and submits written reports on a quarterly basis. These ministries are Outreach, Parish Fellowship, Administration, Buildings & Grounds, Finance, Children & Youth Ministry, and Congregational Development.

Role and Responsibilities of Vestry Members:

- Be committed to and active in Vestry work.
- Keep abreast of the ministries and programming of the parish.
- Model servanthood for the parish.
- Define and articulate the mission of the congregation.
- Set policies that guide the parish in its ministry and mission.
- Work to develop adequate financial support and resources for the mission of the congregation and utilize monies responsibly.
- Provide opportunities to enhance the capacity for leadership of parish leaders.
- Support the administration of the congregation through the Rector.
- Work with the Rector to organize the Vestry and committee structures to enable the mission to be effective.
- Work with the rest of Vestry to develop a vision for the future and prepare an action plan to achieve that vision.



ST. PAUL'S
EPISCOPAL CHURCH

Vestry Nomination Form

Nominee information:

Name of nominee: _____

Phone Number: _____

E-mail Address: _____

Number of years at St. Paul's: _____

Past and current involvement at St. Paul's: _____

Area(s) of particular interest, experience or expertise in which to exercise leadership: _____

Name of person making nomination: _____

Has the nominee been made aware of the nomination? _____

Signature of person making nomination: _____ Date: _____