

MINISTRY CHARTERS as approved by St. Andrew's Vestry, July 2013

Ministry charters are intended to clarify, for the ministry and others, the shape each ministry fills in the larger picture of our parish life and mission. Simply put, charters are to help us all know who does what. ***(affinity group affiliation is in parentheses)***

Most of these charters were developed in 2012. A few have been updated. The updates appear in bold type.

1. Acolytes: *Preparing for, assisting, and participating with the clergy and people in public worship on Sundays and Holy Days. (Worship)*
2. Adult Forum : *Provides thoughtful, spiritual education for Christian living grounded in the Episcopal Church's devotional, theological, and literary traditions. (Adult Faith Formation)*
3. Altar Guild: *Caring for the furnishings, appointments, vessels, elements, and linens used in liturgy, and preparing the worship space for the liturgy. (Worship)*
4. Arts ministry: *Serving as stewards of the artistic, historical and aesthetic environment of the church, in particular as conservators of parish art works. (Parish Infrastructure)*
5. Book discussion group ("Literary society" – social rather than study): *Informal group meeting monthly to discuss various works of fiction as chosen by the group. (Parish Life)*
6. Building and grounds: *Parishioners working together to maintain and improve our buildings and grounds. (Parish Infrastructure)*
7. Caledonian Development Managers: *The two parishioners serving as the St. Andrew's managers of the LLC formed by the parish and Urban Land Conservancy in order to purchase and manage use and development of the parking lots (Community Outreach)*
8. Catechumenate: *Adult preparation for baptism, confirmation or reception in the Episcopal Church; a formation process beginning in the fall and ending on Easter. (Adult Faith Formation)*
9. Children's Ministry : ***Programs that foster and support a deepening faith journey for children, youth, and their families.*** (Children & Youth Ministries)
10. Coffee/fellowship hour: *Volunteer hosts complement the Eucharist for members and visitors by extending our time of community and sharing. (Parish Life)*
11. Community of Caring: *Coordinating and initiating care for parishioners in need of physical or spiritual help. (Pastoral Care Ministries)*

12. Contemplative Prayer: *Providing opportunities for people to gather in contemplative prayer (Adult Formation)*
13. Discover St. Andrew's: *Attracting and welcoming new members to St. Andrew's – telling the good news about St. Andrew's; telling the Good News. (Community Involvement)*
14. Education for Ministry: *A Christian theological education/formation program for lay persons offered by the University of the South, Sewanee, and led by trained local mentors. (Adult Faith Formation)*
15. Endowment: *Providing a fund into which bequests and gifts can be made to provide an enduring legacy at St. Andrew's and to provide yearly allocations of income to the church, primarily for outreach. (Stewardship/Financial Support and Management)*
16. Eucharistic Visitors: *Extending the Sunday worship service by taking Eucharist to parishioners who are ill or infirm. (Pastoral Care Ministries)*
17. E-Z rides: *Parishioners providing rides for those without transportation, enabling them to attend church services at St. Andrew's. (Pastoral Care Ministries)*
18. Facility Use Ministry (reviews applications for facility use) – Rector, Parish Administrator, Junior Warden, MCT chair: *Reviews and approves (or declines) all requests for facility use by outside groups. (Parish Infrastructure)*
19. Finance task force: *Appointed to devise strategies for long range financial planning for the parish. (Stewardship/Financial Support and Management)*
20. Fundraising: *Creating and implementing Vestry-approved fundraising efforts for the parish, outside of capital campaigns and Stewardship. (Stewardship/Financial Support and Management)*
21. Moveable Feasts: *Festive potlucks which allow members of St. Andrew's to share a meal and spend an evening with a large variety of other members who they have either not met or do not know very well. (Parish Life)*
22. Movie group: *Interested parishioners get together on the 1st Saturday of each month to see a movie at a theater and then discuss at a cafe. (Parish Life)*
23. Music/choir: *Leads congregational music and enhances the beauty of worship through liturgically appropriate musical expression (Worship)*
24. Neighborhood Gardens: *Expanding the "green spaces" in our neighborhood, outside of our buildings and grounds (Community Involvement)*

25. Outreach: *Engaging the congregation in addressing the needs of the marginalized through personal involvement and financial support; informing the congregation about issues of justice, peace and economic conditions; raising the congregation's awareness of local and international needs and the ministries serving them. (Community Involvement)*
26. Parish Gardening: *Volunteers caring for parish grounds (Parish Infrastructure)*
27. Parish Life: ***Building community through social events – FUN-raising, not fundraising.*** (Parish Life)
28. Pledge campaign: *Year-round invitations to parishioners to share ownership of the parish and foster personal growth through supporting St. Andrew's mission and ministries with their funds, time and talent. (Stewardship/Financial Support and Management)*
29. Serving Christ through Friendship (singles, couples, and young parents): *Growing a community of singles, couples and young parents, providing a parish life component for that group (Parish Life)*
30. St. Andrew's Fantasy Baseball: *Interested parishioners manage an imaginary roster of real Major League baseball players. The participants compete using those players' real life statistics to score points. (Parish Life)*
31. St. Benedict's Guild of Readers and Ushers/greeters: *Lay ministers reading aloud the Lessons appointed for Sunday and other services as requested by the Rector. Ministers of hospitality at Sunday and other services as requested by the Rector. (Worship)*