

Grace Church in the Mountains: Open to God's Transforming Grace

Vestry Job Description (Adopted March 2017, Modified October 2019)

- 1) Attends and actively participates in Vestry Meetings with a willingness to speak one's mind, vote their conscience, and work toward consensus.
- 2) Attends and actively participates in the liturgies of the church, as well as other programs and activities.
- 3) Exercises leadership by example both in the "temporal" affairs (the 'business' of the parish) and the spiritual life of the parish.
- 4) Serves either as an Officer of the Vestry (Warden, Treasurer, or Clerk) or as Chair or Liaison to one of the Vestry's Standing Committees.* In working with particular Standing Committees, the Vestry Liaison works to achieve the Vestry's written charge to the committee, encourages ministry groups to work toward the missional priorities of the parish as a whole;** seeks to identify and encourage new leaders; and develops and oversees ministries' budgets.
- 5) Leads others in being faithful stewards of time and money. Time is addressed in the points above. Stewardship of money includes: a) making and paying an annual pledge, b) supporting stewardship education, c) seeking opportunities for year-round education about stewardship, and d) growing in your ability to speak about money's importance for the mission and ministry of Grace Church.
- 6) Listens to views of parishioners, especially questions, suggestions, complaints, and compliments, and as appropriate, sharing those with the Clergy and Vestry.
- 7) Prays for the church, including one another, members of the parish, and clergy.
- 8) Considers and reviews all vestry deliberations in light of our mission to be "open to God's transforming grace," and our missional priorities (usually adopted each year at the Vestry retreat).

Eligibility to Serve:

- Must be a confirmed or received Episcopalian, an active member of and financial contributor to Grace Church for at least six months prior to election
- Must be able to attend and participate in Vestry meetings (currently every third Tuesday of the month) as well as the annual Vestry retreat (Jan 10 – 12). If a Vestry member misses or anticipates missing more than three meetings, he/she must have a conversation with the wardens and rector.

*In 2020, the Vestry Standing Committees will be: Education, Finance, Outreach, Buildings & Grounds, and Parish Life.

**The Vestry discerned three "missional priorities" at its 2019 retreat:

- 1) To steward God's creation faithfully.
- 2) To develop a vibrant ministry to children, youth and young adults.
- 3) To enhance our ministries to meet the needs of seniors.