

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

Vestry Job Description (Adopted March 2017, Modified November 2023)

- 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 (such as finance, building maintenance) 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 mission 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. Connects with, Nurtures, supports, and welcomes "Prayer Partners," who are assigned by the Rector and usually about 20 - 25 households.
- 8) Considers and reviews all vestry deliberations in light of our vision 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. Or if not confirmed, open to being confirmed or received at the first possible chance.
- Must be able to attend and participate in Vestry meetings the fourth Tuesday as well as the annual Vestry retreat (Jan 27-29). If a Vestry member misses or anticipates missing more than three meetings, he/she must have a conversation with the wardens and rector.

*In 2023, the Vestry Standing Committees are: Administration, Outreach & Parish Programs. Committees meet monthly on the second Tuesday of each month.

**Mission Statement: Celebrating that Christ is all and in all by Seeking, Inviting, Belonging, Serving and Reverencing God's Creation