

# Raleigh Mennonite Church

## Commission Charters

### I. SERVANT LEADERS

The role and responsibilities of Servant Leaders and the gift discernment process are described in *Organization Structure/Church Procedures*. Refer to this document for more detail.

#### A. Purpose

The primary role of Servant Leaders is governance and oversight of the spiritual life of the congregation.

#### B. Tasks

1. Meet at least monthly. Meetings consist of a time for sharing and relationship building, and congregational life agenda.
2. Oversee covenant membership. Servant Leaders give guidance to membership issues such as: baptism, covenant exploration class, new members, nurturing new believers, church discipline, and covenant renewal Sunday.
3. Discern spiritual needs of the church (listen to people's concerns, needs, and longings in the context of prayer and scripture).
4. Discern goals and vision for the church (help the church set goals and keep focused on its vision).
5. Oversee the discerning of gifts and equipping of people for ministry within and beyond the church. (Gift discernment committee reports to Servant Leaders.)
6. Provide a place of support and encouragement for the pastors and a place where they can be accountable for their work and ministry. Servant Leaders help pastors set goals and priorities for their work in the church. Each year, one SL is appointed the Pastoral Liaison to facilitate this process.
7. Servant Leaders provide leadership for Church Life Meetings (where major church policy issues are decided), discern the agenda, and track all action items.
8. Servant Leaders provide governance for the Church, including overseeing annual Pastoral reviews, periodic congregational reviews and developing church policy.

#### C. Composition

1. Three to five Servant Leaders from within the congregation (covenant members) based on gifts, sense of call, and availability. New Servant Leaders are chosen as part of the annual gift discernment process or as needed.
2. Lead Pastor, ex officio. Other staff may be part of Servant Leaders based on gifts, a sense of call and availability, i.e. not ex officio.

#### D. Term and Meeting Frequency

Three year staggered terms. Meets monthly

# **Raleigh Mennonite Church Commission Charters**

## **II. HOSPITALITY COMMISSION**

### **A. Purpose**

Encourage the congregation to build and nurture relationships within and outside of the RMC community.

### **B. Tasks**

1. Plan for and coordinate recreational and other fellowship activities, including regular fellowship meals.
2. Assist the congregation in welcoming and befriending new persons into the church.
3. Mobilize congregational resources as special needs arise (e.g., moving, sickness, births, overnight lodging).
4. Send expressions of hospitality and caring in times of joy and sorrow.
5. Be in touch with Worship Commission to assist in planning special occasions.

### **C. Composition**

Four or five people from the congregation with gifts and interests in hospitality.

### **D. Term and Meeting Frequency**

One year. Meets in person once annually with regular contact via email.

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## Commission Charters

### III. WORSHIP COMMISSION

#### A. Purpose

Plan participatory worship services that strengthen our relationship with God and with each other, where God is glorified and the congregation is inspired, nurtured, and equipped for ministry.

#### B. Tasks

1. Discern the needs of the church and seek to plan Sunday worship that enables expressions of praise, love and gratitude to God.
2. Plan and coordinate teaching and worship themes, working alongside worship leaders who are selected and scheduled by worship commission.
3. Use the gifts of a wide variety of people in planning and leading intergenerational worship
4. Plan for creative worship services using music, drama, dance, readings, art, etc.
5. Plan for faith stories, communion, sharing and prayer times, and other special events, such as baptism, Christmas Eve, and Covenant Sunday (with Servant Leaders).

#### C. Composition

Pastor and three to four people from the congregation

#### D. Term and Meeting Frequency

One year. Meets monthly

# **Raleigh Mennonite Church Commission Charters**

## **IV. STEWARDSHIP COMMISSION**

### **A. Task**

1. Bring a budget recommendation to the congregation in August of each year. (RMC's fiscal year runs from September 1 to August 31).
2. The treasurer is responsible to collect offerings, disburse funds as needed, manage church bank accounts, record transactions, and provide quarterly reporting to the congregation.
3. Help people with financial needs as they arise.
4. Plan for yearly review of church records
5. Oversee investment of church funds
6. Keep the Biblical vision of stewardship before the congregation

### **B. Composition**

1. Church treasurer (cannot serve as chairperson or as pastor)
2. Three or more people from the congregation with gifts and interests in stewardship.
3. Chairperson and secretary are chosen from within the commission
4. Lead pastor, *ex officio* (cannot serve as treasurer or as chairperson)

### **C. Terms and Meeting Frequency**

1. Treasurer - 2 years; other commission members - 1 year
2. Meets at least four times per year.

# Raleigh Mennonite Church Commission Charters

## V. CHILDREN AND YOUTH NURTURE COMMISSION

### A. Purpose

Lead children and youth to a knowledge and experience of Jesus Christ and a growing commitment to walk in Christ's way.

### B. Tasks

1. Oversee the children and youth nurture and educational planning for the church.
2. Select children and youth Sunday School curricula
3. See focus areas listed below.

### C. Composition

Currently one member of the congregation who also serves as coordinator for all children and youth affairs

### D. Terms and Meeting Frequency

No limit on length of service. Meetings are called as needed and may include other congregation members involved formally and informally with children and youth ministry.

## Focus Areas

### Children's Sunday School

Ages preschool – 5<sup>th</sup> grade. Order curriculum each quarter, help teachers implement the curriculum, maintain general supplies for each class, resource teachers, help obtain substitutes, assign students to classes, and deal with any concerns that arise with the program.

#### *Vision:*

To nurture children in becoming followers of Jesus as people who

- know and love God
- interpret God's word
- belong to God's gathered community
- share God's good news

### Order of the Mustard Seed

For children of kindergarten age through 5<sup>th</sup> grade. Meets on two Sundays of each month. Start time is before the sermon, during the last 45 minutes of worship. Coordinator provides the curriculum and general supplies for OMS. The coordinator also acts as a resource for the OMS leaders. The leader/s serves for at least one quarter.

#### *Vision:*

- To assist children in their worship of Jesus Christ by providing a worship experience at a level that is developmentally appropriate.

## **Raleigh Mennonite Church Commission Charters**

**Mennonite Youth Fellowship (MYF):** This is currently not active.

For students in grades 6-12. Sponsors meet with the youth on an agreed upon schedule coordinated with participating families.

***Vision of MYF:*** The purpose of MYF is to create a context for youth to discover their identity as persons created in God's image who are called to be the unique expression of God's love through Jesus Christ in the world.

**Youth Sunday School Program:** (middle school and high school) The coordinator selects curriculum, helps teachers implement the curriculum, provides general supplies for the classrooms, helps find substitutes when needed and deals with concerns that arise.

**Mentor Program:** A one on one mentoring situation which pairs interested youth and adults together in an intentional friendship to provide love, nurture, and discipling during the teenage years. For any interested youth in grades 6-12. The youth coordinator will pair youth with an adult (mutual agreement between both), provide resources and suggestions for mentoring and teenage development (spiritually, emotionally), keep mentors informed about what topics youth are learning about in Sunday School and MYF, and communicate regularly with mentor pairs.

# **Raleigh Mennonite Church Commission Charters**

## **VI. ADULT DISCIPLESHIP COMMISSION**

### **1. Purpose**

Develop maturity in faith, equipping disciples for mission to each other, our neighbors, and the world.

### **2. Tasks**

Address the educational and nurture needs of the church which includes oversight and accountability for planning adult Sunday School classes and spiritual formation & growth.

### **C. Composition**

Currently one member of the congregation and the pastor

### **D. Terms and Meeting Frequency**

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### **Adult Education**

Orders study materials for classes and finds and supports teachers. Usually provides materials for 2-3 classes per quarter. Looks for opportunities for teacher training. Consults congregation, Servant Leaders, and Pastor for topic suggestions.

**Retreat Coordinator/Committee:** Coordinates with Commissions and Servant Leaders, the planning of RMC's annual intergenerational retreats. The coordinator schedules retreat centers, serves as liaison between RMC and the retreat center, recruits volunteers to help in various roles, and publicizes the retreat within the congregation.

# **Raleigh Mennonite Church Commission Charters**

## **VII. PEACE AND JUSTICE COMMISSION**

### **1. Purpose**

To bring peace and justice issues before the RMC community and to encourage activism (letter writing, etc.) when appropriate.

### **2. Tasks**

1. To coordinate the Peace Booth staffing for RMC, usually the first half of the first Saturday at the October State Fair.
2. To make sure that each cohort of high school students learn about the Mennonite Peace Witness and the meaning of Conscientious Objection.
3. E-mail and sharing time about relevant problems and opportunities for action.

### **C. Composition**

No set composition or number. The Commission welcomes all RMC attenders who would like to participate.

### **D. Terms and Meeting Frequency**

One year terms, meets once a quarter