

Stewardship Committee Terms of Reference

Purpose

The Stewardship Committee at Rideau Park United Church (RPUC) is responsible for ensuring a consistent level of faithful stewardship at Rideau Park, so that its resource potential may be realized for the ministry of the congregation.

Structural Accountability

The Stewardship Committee is a Standing Committee of, and accountable to, Council.

Responsibilities

The Stewardship Committee is responsible for:

General:

1. Communicating the mission and vision of the congregation, through education, worship and outreach;
2. Ensuring that the church as the resources, include the spiritual, financial, physical and volunteer resources, necessary to fulfill the vision of the congregation; and
3. Building a vision for the year ahead and seeks to inspire, ask and thank.

Specific:

1. Organizing the annual stewardship campaign to encourage every household to participate in fulfilling the mission, through financial pledges and regular givings. It challenges members to provide the funds to ensure the work of the church can be carried out. It shows what the congregation values and defines the programs the congregation is committed to supporting through donation to all funds, including the Area of Greatest Need;
2. Working with the Worship and Music Committee and the worship staff to weave stewardship themes of gratitude and generosity into Sunday worship;
3. Working with the Finance Committee in annual budget preparation, communicating the narrative of how the budget fits with the vision of the congregation;
4. Coordinating among groups in the congregation to ensure that each fundraising project receives the attention, support and approval of the congregation, with regular scheduling throughout the year;
5. Educating the congregation on needs of various funds: Ministry and Programs Fund, Mission and Service Fund, Property Renewal Fund, Benevolent Fund, Foundation Fund for Ministry, and other trustee managed funds;
6. Organizing and implementing mechanisms for identifying congregational talents, interests and time commitments;
7. Coordinating fundraising and church-wide appeals (other than for Stewardship) with a view to maximising the overall success of fundraising activities and ensuring a balance of activities and projects that are scheduled so as not to conflict with other events or activities of the church. Providing a list of all fundraising events to Council and staff;
8. Developing and overseeing the implementation of a fundraising policy; and
9. Reporting regularly to Council and the congregation.

Membership of the Stewardship Committee

- Chairperson, elected for a 3-year term, renewable once
- 1 minister or staff
- 1 member of Finance
- Ideally there would representation from UCW
- 6 additional members

The Chair will represent the committee on Council.

Frequency of Meetings

The Committee meets as needed.