

What is the differences between talents, passions and spiritual gifts ?

- Talents are experiences and abilities you have.
- Passions are things or people you are enthusiastically interested in.
- Spiritual gifts are defined by the Holy Spirit and relate to how you like to serve.

Examples of how spiritual gifts can be used in ministry:

| Talent | Passion | Spiritual Gift | Ministry |
|------------------------------|-------------|----------------|---|
| Playing a musical instrument | Youth | Teaching | Children's - Teaching music classes for youth |
| Woodworking and construction | High School | Administration | Youth-Coordinate mission trips for the youth ministry |
| Interior Design | Adults | Hospitality | Congregational Life- Decorate the Fellowship Hall for various events and activities |
| Cooking | Elderly | Mercy | Congregational Life - Visit with homebound members and take them a meal. |
| Dancing | Homeless | Encouragement | Outreach-Plan a dance for the homeless in the community. |

**The following date has been scheduled to allow you to learn more about how YOUR Spiritual Gifts can provide a beneficial impact to FUPC's Shared Ministry Model.*

- *February 21, 2010 (3rd Sunday) - Spiritual Gifts Inventory Fair*

FIRST UNITED PRESBYTERIAN CHURCH (U.S.A.)

SHARED MINISTRY TEAMS

(Book of Order)

In an effort to move towards more involvement in all areas of ministry by our minister members, the Session at First United identified the need to make our ministries more open and accessible to every member of the congregation. In order to achieve this, First United Presbyterian Church implemented the Shared Ministry Model, in accordance with the National Presbytery.

The Shared Ministries serve as the body of Christ in action. They are the hands and feet of the Church. They are responsible for implementing current ministries, coming up with new ideas, and getting things done. Although they will do most of the Church's physical work of ministry, they, like the Session, shall also be a spiritual community - caring, supporting, and praying for one another.

The Shared Ministry Teams

- a) Congregational Life
- b) Educational Enrichment
- c) Evangelistic Communications
- d) Operational Support
- e) Outreach
- f) Pastoral Care
- g) Stewardship
- h) Worship

Composition of Shared Ministry Teams

Each Ministry Team shall be led by an Elder and a Deacon as Co-Chairs and shall consist of as many members as God so calls to serve. The Ministry Teams shall be intergenerational - youth and adults. Everybody has something to contribute. It is imperative that growing churches listen to the wisdom of older people and the fresh ideas of younger people. A Share Your Gifts Rally will be hosted by the Session and the Deacon Board, at which time members are encouraged to prayerfully commit to serve on one (1) ministry team in an area that they feel God has blessed them with a "spiritual gift" to help meet the needs of that particular ministry. New members that join our congregation will be introduced to our shared ministries during their New Members' Classes. The spiritual inventory will be administered and the new members will be asked to prayerfully decide upon the area of ministry that God has placed them within the church to assist with. During their presentation for membership, they will inform the congregation of the ministry area in which they have been called to serve.

Ministry Team Meetings

All ministry teams will hold a monthly meeting on the 3rd Sunday of the month, immediately following the morning worship service. Each team will have a designated area in the church or educational building where they will meet to conduct the business of their ministry.

Responsibilities of Ministry Co-Chairs

The co-chairs of each Ministry Team shall be responsible for moderating the monthly meetings, submitting reports to the Session, and providing regular updates to the congregation regarding their ministerial activities. The co-chairs shall also keep a notebook of policies, ideas, and lessons learned to pass on to future chairs. As ordained officers of the church, the co-chairs are responsible for keeping the team focused on the mission of the church by continually reminding them of their calling in Jesus Christ. Most importantly, the co-chairs **should not** do all of the work of the Ministry Team. The primary function of the co-chairs is to delegate and facilitate. The co-chairs must ensure that all members of the Ministry Team are valued and that their gifts are being used for ministry.

The Authority of Ministry Teams

Each Ministry Team shall submit a budget to the Stewardship Ministry in August to be reviewed and/or approved by the Session in September. Once that has taken place, each Ministry Team is authorized to spend money from their budget on items that fit within their ministry's area. Decisions are made within each Ministry Team by a simple majority vote. They only need approval from the Session for items that fall outside their ministry area, cause them to be over their approved budget, or when assistance is needed from other Ministry Teams. Ministry Teams should remember that they have been given gifts for ministry and should take the initiative in coming up with new ideas and doing what their Ministry Team is called to do. The Pastor will only serve as an occasional advisor and has confidence that individual ministry teams are quite capable of building up the body of Christ.

General Responsibilities of the FUPC Shared Ministry Teams

Congregational Life

Promotes the spiritual fellowship of the people of God by providing opportunities for the nurturance of relationships between members.

- Coordinate hospitality events
- Plan and implement retreats
- Plan social events and outings
- Fun Day
- Birthday & Anniversary Celebrations
- Family Night
- Book Club
- Reading Circles

Educational Enrichment

Provides opportunities for spiritual growth through education, fellowship and mission. Promotes the children, youth and adult Church School programs.

- Oversee Church School
- Plan & coordinate Vacation Bible School
- Assist in the coordination of Bible Study and New Members Classes
- Plan & coordinate Confirmation/Communicants Classes
- Implement, coordinate & oversee youth programs
- Oversee & maintain Nursery
- Historical Preservation
- Oversee Scholarship Guidelines

Evangelistic Communications

Provides opportunities for members to learn to share their faith and witness effectively and biblically to others. Also, responsible for the edification of FUPC through publicity, marketing, and technology management.

- Develop, monitor and maintain a church Website
- Coordinate evangelism trainings and programs
- Develop and implement marketing strategies
- Coordinate Intra-Church publicity/communication
- Oversee Sound/Audio Ministry

Operational Support

To develop and promote effective processes and procedures for the church. Creating a vital link in communication with existing committees and trustees.

- Use of Building
- Evacuation Plan
- Key Issuance
- Forms Training/Updates
- Requisition Process
- Training Workshops
- Security Team
- Plan, oversee and maintain church technology
- Trustee Liaison
- Transformation Liaison (when necessary and a Committee Representative is not available)

Outreach

Creates opportunities to lead the entire congregation to exhale the love of God in service to the world. Responsible for promoting and facilitating ministry and mission opportunities locally as well as globally. They continuously explore new areas for members to engage in unique service projects as a church community such as:

- Loaves & Fishes Program
- H.E.L.P
- Peter's Place
- Habitat for Humanity
- Coalition of Presbyterians for Racial Harmony
- Neighbors Helping Neighbors
- Room In The Inn
- Angel Tree Project

Pastoral Care

Promotes the ministry of care and compassion through outreach to members during times of change and stress to support, encourage and offer hope.

- Coordinate & facilitate Shepherding Teams
- Coordinate Supportive Health Service
- Coordinate Sick & Shut-In Ministry
- Coordinate Bereavement Ministry
- Develop prayer circles
- Support Presbyterian Women
- Support Presbyterian Men

Stewardship

Promotes Christian Stewardship of money, time, and talents. Develops effective processes for encouraging the offerings of the people and assuring that all offerings are distributed for the purpose to which they were contributed.

- Oversee Annual Stewardship Program
- Coordinate accounting of all offerings
- Prepare and present annual budget
- Monitor long-term investments
- Oversee all financial procedures and matters

Worship

Coordinates corporate and individual worship life of the church. Provides opportunities to make worship more welcoming, meaningful and inspirational for the congregation and visitors.

- Coordinate regular and special worship events
- Coordinate communion
- Oversee & coordinate Altar Guild
- Oversee & coordinate Usher Board
- Oversee Music Ministries

Committees of the Session

With First United's move toward a more cooperative Shared Ministry Model, the Session identified two committees: Personnel and Nominating, that could not be assimilated into this model either because of their specific function or design based on guidelines prescribed by the Book of Order. However, these standing committees, like our ministries, are expected to operate under the guidance of the Holy Spirit.

Personnel Committee

The Personnel Committee oversees all administrative areas of the church. The committee annually reviews performance of all staff and helps them set goals. In consultation with guidelines set by the Presbytery of Charlotte, the committee hears and recommends changes in compensation for the staff members and determines policies regarding vacation, holidays, sick days, extended leave and study leave. The committee serves as a resource to help support and encourage the staff in their ministry.

Nominating Committee

The Nominating Committee is responsible for the recruiting, evaluating and screening of potential church members to fill vacancies for church officers. Church officers shall be elected by the active members of the congregation to be ordained and serve in the offices of the church to which they were elected. A representative Nominating Committee, composed of active members of the church, shall make nominations for officers, which itself shall reflect the makeup of the congregation in terms of age, race, and sex.