

Good Shepherd Lutheran Church

Gathered, empowered and sent to share the love of Christ with all people

Church Council Member, Education Committee Liaison

Description

Each member of the Church Council serves as a liaison to one of the Council's standing committees and functions as that committee's Chair. This description relates to Chair duties and responsibilities for the Council Liaison to the Education Committee:

Attends Church Council meetings on the 4th Tuesday of the month. Meetings begin at 7 PM and generally last 60-90 minutes. Gives a brief committee update as part of the regular Council meeting agenda.

Attends & leads Education Committee meetings on the second Monday of the month. Meetings typically last about 90 minutes.

The Education Committee Chair works with the Pastor of Children, Youth and Family to lead the Education Committee in the planning and decision-making regarding the Sunday school and Vacation Bible school programs in the church.

The Chair records, types and distributes (electronically) committee meeting minutes to other committee members as well as the pastors and office manager (or may recruit a committee member to do so).

The Chair oversees the recruitment of new committee members (if needed) with assistance from the Spiritual Gifts Director, the pastors and other committee members.

The Chair provides a brief written summary of committee activity from the calendar year to be included in the Annual Report prepared for the congregation's annual meeting (occurs in late January or early February).

Timeframe

A full term on the Good Shepherd Church Council is three years. Partial terms may occur in the event of a vacancy and will depend upon the remaining term for the position that is vacated or open. Council members are permitted to serve two consecutive full terms per the Constitution.

Total weekly and monthly time commitments will vary depending on activities the committee is planning or conducting. The time required for meeting attendance at Council and the committee ranges from approximately 2-3 hours per month.

Training/Qualifications

No special training is needed. Learn as you go. Ask lots of questions.

Staff Liaison

Pastor Karen Pahl

Contact for Information

Cheryl Larson, 289-1998

Last revision: October 2009