



October, 2011

Organizations are dynamic institutions. They grow and contract, they change with the times and they reflect and respond to the needs of the participants.

The church is one of those dynamic organizations that must regularly review its life and ministries. Your Executive Board recognizes this and created a Reorganization Task Force to look at ways to address the changing needs of our congregation.

That working group has met weekly and identified as a primary issue the difficulty of recruiting volunteers to serve in the positions of Church Officers and Committee Chairpersons on the Executive Board, as well as the reluctance of our members to commit to serving in positions for extended terms of 2-3 years. This has been a reality since 2004, and has meant that every year since then we have not had a full complement of leaders.

In addition, research among other churches and sources has shown that this is a reality across lines of congregations, regions and denominations. Churches have found that re-visioning of their life and ministry can bring new vibrancy to their members and a new sense of purpose to those who are called to faith.

The pages that follow are a narrative of the way that our congregation can re-organize itself to become more responsive to **doing and living** our ministries than simply worrying about holding a meeting to **talk about** our ministries. We recognize that people, especially younger generations, want to be active in ministry and mission.

The document describes what may become revisions to our current constitution and by-laws and has been reviewed by the Task Force, the Executive Board and by members who attended a "listening session" on September 25 to share their reflections and questions.

Any revisions to our organizing documents will be shared with the congregation for review and action, but you are encouraged to reflect on this narrative and share any thoughts you might have with the Reorganization Task Force through an email to goodnews@puntagorda-ucc.com. Please put "Reorganization" in the Subject line so your comments will be forwarded to the group. Also visit our web site to view our newsletter that will announce relevant congregational meetings.

CONGREGATION



LEADERSHIP TEAM
Meets Monthly

MODERATOR CLERK	ASSISTANT MODERATOR 3 - AT-LARGE MEMBERS	TREASURER PASTOR (Ex-Officio)
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Areas of Responsibility: General Oversight of Ministries of the Congregation
Specific Oversight of: Administrative and Financial Ministries
Staff and Volunteers

**NOMINATING
COMMITTEE**

**ENDOWMENT FUND
COMMITTEE**

**DISCIPLESHIP
MINISTRY TEAM**
Meets as needed

Leadership Team Liaisons
**Assistant Moderator
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Faith Development for all Ages
- ◆ Wider Church Relationships
- ◆ Community Outreach and Ministries
- ◆ Worship and Media
- ◆ Member Care and Compassion

**STEWARDSHIP
MINISTRY TEAM**
Meets as needed

Leadership Team Liaisons
**Treasurer
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Building and Grounds
- ◆ Ministry of Stewardship
- ◆ Development Support for Planned Giving
- ◆ Memorial and Gifts Funds

**FELLOWSHIP
MINISTRY TEAM**
Meets as needed

Leadership Team Liaisons
**Clerk
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Congregational Events and Activities
- ◆ Community Events
- ◆ Communication and Social Media
- ◆ Member/Friend/Guest Assimilation
- ◆ Purveyors of FUN!

Members of all three
Program Teams will
meet together two times
per year for cooperative
planning, sharing, and
appreciation

LEADERSHIP TEAM		
Meets Monthly		
MODERATOR CLERK	ASSISTANT MODERATOR 3 - AT-LARGE MEMBERS	TREASURER PASTOR (Ex-Officio)
Areas of Responsibility:	General Oversight of Ministries of the Congregation Specific Oversight of: Administrative and Financial Ministries Staff and Volunteers	

The Leadership Team (LT) serves as the administrative leadership of the congregation. The Leadership Team acts on behalf of the congregation between congregational meetings. It is this team that develops the guiding vision and purpose for the ministries of the congregation which are carried by the Ministry Teams. It assists with the planning, promotion, and execution of the total ministries of the church in such a way that each activity contributes to the shared vision.

As the administrative leaders of the congregation, it is the responsibility of this Team to assure that the overall expenses of the church do not exceed available funds. The Leadership Team serves as the legal trustees of the congregation and is responsible for the real property and financial resources under the law and according to the church Constitution and By-Laws.

The Leadership Team develops a projected income and expense plan for each year, and presents it to the congregation for adoption. The Leadership Team is responsible for creating and defining job positions, responsibilities and duties, and performance analysis of all church employees. The Leadership Team cannot call or dismiss pastoral leadership. The Leadership Team will assure that the congregation provides a safe place for worship and ministry.

Designated members are the liaisons between the Leadership and Ministry Teams to assure clear communication between all bodies. One At-Large Member of the Leadership Team will serve as the Coordinator of each Ministry Team.

The LT participates in intentional leadership training throughout the year in order to develop the skills and vision to lead the congregation forward each year.

STEWARDSHIP MINISTRY TEAM

Meets as needed

Leadership Team Liaisons
**Treasurer
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Building and Grounds
- ◆ Ministry of Stewardship
- ◆ Development Support for Planned Giving
- ◆ Memorial and Honor Gifts

The **Stewardship Ministry Team** coordinates the care and maintenance of the **physical and financial resources** of the congregation. The Team will be composed of the Treasurer and one At-Large Member, who serves as the Team Coordinator along with additional representatives. The Ministry Team will meet as needed to meet its responsibilities.

- ◆ The Ministry Team shall recruit volunteers from the congregation as warranted to assist with specific project in any of its areas of responsibility.
- ◆ The Stewardship Ministry Team (SMT) will oversee the maintenance and improvement of the building and grounds of the church. This Team will have a proactive vision for regular repair and efficient upgrades of all our facilities.
- ◆ The SMT shall develop the process and materials by which the congregation will be engaged in supporting the Operating Expenses of the church through their commitments, pledges, and contributions. The timing for such efforts shall be at the direction of the Leadership Team.
- ◆ The SMT will provide resources, information, and workshops to encourage church members and friends to develop a personal planned giving design that could benefit the congregation or UCC related entities.
- ◆ The SMT considers the appropriateness of offers of memorial and honor gifts and will communicate with the donors accordingly. This Team will also determine the appropriate use or distribution of these funds each year, seeking input from the Leadership and Ministry Teams or the congregation as it deems necessary.

DISCIPLESHIP MINISTRY TEAM

Meets as needed

Leadership Team Liaisons
**Assistant Moderator
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Faith Development for all Ages
- ◆ Wider Church Relationships
- ◆ Community Outreach and Ministries
- ◆ Worship and Media
- ◆ Member Care and Compassion

The **Discipleship Ministry Team (DMT)** will coordinate the educational learning opportunities for our congregation; interpret our UCC wider missions and our community ministry partners; encourage and assist our professional leadership to develop meaningful, engaging worship which effectively uses media resources; and strengthen our ministry of compassion and presence with our home bound or fragile members and friends. The Team will be composed of the Assistant Moderator and one At-Large Member, who serves as the Team Coordinator along with additional representatives. The Ministry Team will meet as needed to meet its responsibilities

- ◆ The Ministry Team shall recruit volunteers from the congregation as warranted to assist with specific project in any of its areas of responsibility.
- ◆ The DMT will provide regular faith learning experiences all ages in the church. DMT members recruits and trains volunteers to lead these programs.
- ◆ The DMT encourages active participation in the local mission, organizations, and issues that will develop a stronger, better community in which to live and minister. The DMT also shares the ministries and partnership offered by the United Church of Christ.
- ◆ The DMT encourages and assists our professional staff to develop and combine quality worship, music, and media into a meaningful experience.
- ◆ The DMT will coordinate an effective ministry that reaches out to our homebound members and others who must be absent from worship and congregational activities due to health related issues.

FELLOWSHIP MINISTRY TEAM

Meets as needed

Leadership Team Liaisons
**Clerk
and At-Large Member**

ADDITIONAL MEMBERS

Areas of Responsibility:

- ◆ Congregational Events and Activities
- ◆ Community Events
- ◆ Member/Friend/Guest Assimilation
- ◆ Communication and Social Media
- ◆ Purveyors of FUN!

The **Fellowship Ministry Team (FMT)** will coordinate the activities, fellowship events, promotional and social media connections, and the assimilation of guests and new members within congregational life. The FMT will act as the purveyors of fun within our fellowship! The Team will be composed of the Clerk and one At-Large Member, who serves as the Team Coordinator along with additional representatives. The Ministry Team will meet as needed to meet its responsibilities

- ◆ The Ministry Team shall recruit volunteers from the congregation as warranted to assist with specific project in any of its areas of responsibility.
- ◆ The FMT will develop a wide variety of activities that involve the many ages, interests, and abilities of our members and friends. The activities should include opportunities for non-members to participate.
- ◆ The FMT will identify the guests who connect with our congregation in worship, through other events or social media, and develop methods of assimilating them into the life and mission of our congregation. This team will create a way to share the story of our congregation and the UCC with new members and schedule their reception and involvement into our fellowship.
- ◆ The FMT develops church networks to effectively use traditional and emerging social media for communication and promotion of the uniqueness of our church.