



## Job Description for Chair of Stewardship

**Connecting, Teaching, Living** - Fort Walton Beach First UMC: Prayerfully making disciples of Jesus Christ for the transformation of the world by **Connecting** with people, **Teaching** God's word, and **Living** our faith through service.

The Connect ministries of our church are focused on connecting people to Christ through building relationships with those in our community. The Teaching ministries of our church are focused on discipling and moving people toward Biblical personal growth. The Living ministries of our church are focused on moving people toward living out their faith. To serving others as Jesus served.

This mission/strategy is beneficial in Clarifying, Moving, Aligning and Focusing the ministries of our church, both program and lay, to be even more effective at making disciples for Jesus Christ.

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Volunteer Job Title: Stewardship Ministry Team Leader  
Reports to: Assistant to the Pastor, James Whited  
Length of Commitment: Two years  
Schedule: Meet quarterly and as needed to coordinate, plan and implement the stewardship ministries.

### Mission:

- To Teach the members of FWBFUMC how Christian stewardship fulfills the mission of making disciples of Jesus Christ for the transformation of the world.

### Job Duties

- Pray for our church and for wisdom in administrating a Christ centered and balanced Stewardship ministry.
- Review the United Methodist Guidelines for Leading Your Congregation in Stewardship. Use this document to help formulate your efforts for coordinating, planning and implementing your Stewardship efforts.
- Contact and acknowledge those members of the church who have signed up to serve in the ministry of Stewardship.
- Schedule a meeting to incorporate those new members of your team.
- Stewardship is not just about finances and giving. Giving is only one important aspect of Stewardship.
  - Stewardship is a balanced ministry effort that covers a twelve month period stressing the points of prayer, presence, gifts, service and witness.
  - The goal is to design a balanced program teaching a proper balance in the Believers life in each of these important areas?
- Current and ongoing Ministries of the Stewardship Committee
  - Every Member in Ministry Financial Commitment
    - Coordinate, plan and implement the annual financial commitment campaign.

- This is a very important ministry as it lays the groundwork for the following year's annual budget.
- Work with the Education ministries to implement financial Bible studies (I.E. Dave Ramsey's Financial Peace University or something similar).
- Every Member in Ministry Volunteer Commitment
  - Coordinate, plan and implement the annual Ministry Fair to help promote the different ministries of our church.
  - This includes the EMIM Commitment Form for people to volunteer for the ministries in which they feel called to serve.
  - The Stewardship committee will work in conjunction with the church staff to help with these events and forms.
  - Work with the Education ministries to implement Bible studies such a spiritual gifts survey.
- The Chair of Stewardship also has a seat on the Committee on Finance. You will be required to attend these meetings.

#### Practical helps

- Begin advertising *as little as* one month before the event date.
  - Contact our Director of Communications for possible ads on the Lamar Billboard Sign and local community print media.
  - Contact front office to put event information in the bulletin, Sand Dollar, Facebook, Adult Ministry e-newsletter and website.
- Check with the church office to reserve any rooms, and/or kitchen, that are needed.

Thank you for volunteering to lead this important ministry of our church. You are greatly appreciated!

**“For even the Son of Man did not come to be served, but to serve, and to give His life a ransom for many.” Mark 10:45**