

LEADERSHIP at CCPC?

Spring 2018

Central College
Presbyterian Church



Who Leads the Church?

Jesus Christ alone is the head of the church (Ephesians 1:22). In our society “head” connotes authority, the one in charge. In the Bible it can also mean source or origin. The source of a river, for instance, is called the headwaters. When Scripture says we grow to become the mature body of Christ who is the head (Ephesians 4:15-16) both of these meanings likely are in mind. Church leaders then are those whose leadership authority finds its origin in Christ himself.

At the heart of Biblical leadership is the capacity to influence God’s people toward God’s purposes. If you are considering whether you or someone else may be called to leadership in the church prayerfully consider these factors:

- God-given capacity – one’s spiritual giftedness, natural abilities, and acquired skills.
- God-given responsibility – a sense of accountability to God for the burden God gives a leader for influencing the people of God.
- Influence – the capacity to affect others and alter or change their behavior. It is persuasion backed by credibility.
- God’s people – the reminder that the church and its people belong to the Lord.
- God’s purposes – the callings and biblical mandates that God gives his people.

If after prayer and seeking wise counsel you feel led by God to nominate yourself or another for leadership at CCPC, download and submit the Nomination Form. In so doing, you help us to fulfill our mission to the glory of God to Proclaim the power of the gospel to save the lost, Apply the power of the gospel to free the bound, and Live the power of the gospel to heal the world.

Board of Deacons

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Deacons have certain duties and responsibilities as described in the PC USA Book of Order G-2.0201 as ministries “of compassion, witness, and service, sharing in the redeeming love of Jesus Christ for the poor, the hungry, the sick, the lost, the friendless, the oppressed, those burdened by unjust policies or structures, or anyone in distress.”

Deacons’ primary responsibilities include management of their current ministries and looking toward expanding current and new ministries. Additional responsibilities include:

- Participation and interaction with various Session Committees: Mission, Nominating, Good News/Evangelism, Communications, and Adult Resources
- Proposing and managing current ministry budgets (as needed)
- Updating ministry procedures
- Managing a ministry volunteer network (chair/ co-chair)
- Contributing to appropriate church publications
- Reporting Deacon activities to the Session and other appropriate groups

Meetings: Deacons are expected to attend as many monthly meetings as possible, give notice if they cannot attend, and accommodate for their portion of the meeting if they are going to be absent. Currently, the Board of Deacons meets every second Tuesday of the month from 7-8 PM, unless otherwise scheduled. Attend church leadership meetings, along with assigned committee meetings, on the fourth Tuesday of each month from 7-8:30 pm.

The Board of Deacons is composed of 24 elected members, each serving a three year term. The term is consistent with the church calendar year which begins on July first. The officers of the Board (Moderator, Co-Moderator, and Secretary) are elected from the serving Deacons.

Committees: Each year, a Deacon is expected to serve on at least two ministry committees either in the capacity of a chair, co-chair or committee member. By the third year of their term, it is expected that all Deacons chair at least one of the ministries. There are currently 11 identified Deacon ministries. Some of these ministries are active all year; others are specific to certain seasons of the year. When committing to serve on a specific ministry, the timing and time commitments must be considered.

Ministries to Feed the Hungry

- Food Pantry Volunteer Schedule: recruit and schedule volunteers to work in the CCPC Food Pantry. The volunteers pick up donated food items, sort and stock pantry shelves and bag food for the clients. Time: all year, 1-3 hours month
- Holiday Food Baskets: coordinate selection of community organization referrals, work with our food pantry to order, pick up, process food items, organize volunteer time, and coordinate assembly and distribution of 600+ food baskets at Thanksgiving and Christmas. Time: November – December, hours vary. May be daily during assembly and distribution.
- Miracle Mountain of Food: Organize seasonal food drive for donations to the Food Pantry. Tasks: coordinate distribution of bags, sort donated items, and schedule volunteers. Time: 3 times per year, hours vary with task.
- Open Shelter Lunches: coordinate, prepare and deliver 175 sack lunches to the shelter, schedule volunteers. Time: 1 day per month each month, 1 hour

Ministries to Help the Poor

- Adopt-a-Child: Church members buy Christmas gifts for children in the community (referred by various organizations.) Tasks: Coordinate referrals from community organizations, coordinate church wide adoption of individual children for gifts, organize/ sort/distribute donated gifts, coordinate volunteers. Time: November – Mid December, hours vary with task may be daily during assembly and distribution
- Santa Shop: Children of Food Pantry families come and pick presents to give to their family members. Tasks: Coordinate /inventory donations and set-up of Shop, assist children with gift selection and wrapping, schedule volunteers. Time: November –early December, hours vary with task, will be more during the 3 days of the Shop.
- School Supplies: coordinate donation and distribution of School supplies to Food Pantry clients. Tasks: request donations, organize, schedule volunteers. Time: mid-July to mid September. Time varies with task.

Ministries of Service

- Helping Hands: coordinate volunteers to help church members with individual needs such as yard work, small home maintenance, transportation, meals etc. Time: all year per need, hours vary per task
- Freedom Celebration: organize tent set-up /take down and selling of beverages and select food items, coordinate donation of beverages and food items, schedule volunteers. Time: around the 4th of July, hours vary with task.
- Sanctuary Helpers: coordinate restocking of pew pockets, schedule volunteers. Time: monthly as needed, 1 hour.
- Sunday Greeters: schedule volunteers to greet at designated church entrances Time: Sunday mornings per schedule, hours 1-2 but can vary with task.

Ruling Elders (Session)

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Elders have duties and responsibilities in keeping with both membership on the Session (*PCUSA Book of Order G-3.0201-2, G-3.0112-3*) and the definition of ruling elders (*Book of Order G-2.0301*). In particular, these duties include:

As a Member of Session – Ministries of Support and Equipping

1. Support one of the standing Session committees or Joint Committees of Session and Trustees as called upon.

Standing Committees

- Care and Nurture (2 elders)
- Communications (2)
- Adult Resource (3)
- Good News (Evangelism) (2)
- Mission (2)
- Stewardship (2)
- Worship and Music (2)

Joint Committees

- Budget and Finance (2)
- Personnel (2)
- Nominating (2)

Support and equipping happens through:

- a) regular and fervent prayer for the ministry's faithfulness and fruitfulness;
- b) being aware of the ministry committee's purpose, goals, and progress;
- c) convening committee leadership (staff, elders, deacons, trustees, and other volunteers) for dialogue, planning, and evaluation
- d) remaining in supportive contact with the ministry's staff and key volunteers, and ministry teams;
- e) reporting in writing to Session on a monthly basis.

2. Provide direction and policies as will enhance the effectiveness of ministry.

3. Approve the annual budget.

4. Present and receive monthly reports from Committees and staff; and conduct business needing Session discussion and action.

5. Participate in monthly Leadership Community meetings.

As an Elder – Ministries of Witness and Service

1. Care and Nurture

Opportunities: Elder Teams on call to pray for the sick (James 5:14)

2. Spiritual Development

Opportunities:

- Teaching through Sunday School or small groups
- Teaching portions of Foundational Courses (Baptism Seminar and Newcomers' Discover Membership Classes)
- Mentoring incoming Session elders

3. Regular and Public Worship participation

Opportunities:

- Scripture reading and worship assistance at services of public worship, when needed
- Monthly communion service to the homebound on communion Sundays

4. Giving sacrificially of time, talent, and treasure to the work of the church.

Opportunities:

- Committee and/or ministry leadership
- Tithing

Board of Trustees

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Trustees should be prepared to contribute individual talents, skills, perspectives, experiences, inquisitive and creative minds, and practical decision-making capabilities to the Board of Trustees. Therefore, the Board should be composed of individuals with diverse experiences and backgrounds, with an understanding of accounting and finance, and shall make the welfare of the Church its top priority.

Scripture which Trustees may find helpful: Unlike Elders and Deacons, the definitive role of a Trustee is not clearly set forth in scripture. However, there are certainly many scriptures that address the responsibilities Trustees have to serve God. Some are set forth below:

- “We are God’s handiwork, created in Christ Jesus to do good works, which God prepared in advance for us to do.” Ephesians 2:10.
- “...and I have filled him with the Spirit of God, with wisdom, with understanding, with knowledge and with all kinds of skills...” Exodus 31:3-5.
- “There are different kinds of gifts, but the same Spirit distributes them.” 1 Corinthians 12:4.
- “Each of you should use whatever gift you have received to serve others, as faithful stewards of God’s grace in its various forms. If anyone speaks, they should do so as one who speaks the very words of God. If anyone serves, they should do so with the strength God provides, so that in all things God may be praised through Jesus Christ. To him be the glory and the power for ever and ever. Amen.” 1 Peter 4:10-11.

Service description: Rather than filing a biblical, ordained office, our Trustees represent Central College Presbyterian Church as a legal entity addressing tax, corporate and general legal affairs, while managing the care of the Church’s financial and capital issues. In addition, Trustees oversee the care of the Church’s buildings, grounds and equipment. Trustees are elected to a three (3) year service term.

Service responsibilities: As set forth in the Presbyterian U.S.A. Book of Order, Chapter Four, section G-4.0101, Trustees may not act without authority of the Session or sometimes, of the congregation as a whole, and under the provisions of the Constitution of the Presbyterian Church U.S.A. Within these parameters, and keeping the Kingdom of God visible to all, Trustees of Central College Presbyterian Church shall:

- administer property for the Church, including the receipt, buying, holding, encumbering, mortgaging, managing, transferring and selling thereof, including real or personal property;
- accept and execute deeds of title;
- hold and defend title to property;
- address budget and administrative matters, including review of financial statements, insurance policies and procedures, and including parking arrangements;
- participate in dialogues with the City of Westerville on planning and zoning issues; and,
- manage any permanent special funds for the furtherance of the purposes of the congregation.

Elected officers within the Board of Trustees: Each year, elections shall be held within the Board for President, Vice-President, and Secretary.

Committees: Trustees coordinate their efforts with Session, Deacons, Pastors, Administrators, staff and other leaders and volunteers. Each Trustee shall select a committee on which to serve along with designees from the Deacons and the Elders. Currently, the list of committees includes the following:

- Financial Records (review of fiscal records to ensure compliance and balancing)
- Budget & Finance (to manage the budget of the Church and assist in financial decision making)
- Buildings & Grounds/Facilities (maintain the buildings and grounds of the Church as well as facilities in or about same)
- DIRT (Disaster Immediate Response Team - trained to assist in disasters, such as tornadoes and windstorms, fire, or flood that may strike a community)
- Nominating (selects members as candidates to serve as Elders, Deacons, and Trustees)
- Personnel (assists with the recruitment and hiring of staff and attends to ongoing needs of staff)
- Tax, Legal & Corporate Affairs (facilitates the advice to the Church as to contracts, tax and general legal matters)

Meetings: Trustees are expected to attend as many meetings as they are able and shall provide notice if they cannot attend, and shall make accommodations for his or her portion of the meeting in an absence. Currently, the Board of Trustees meets every second Tuesday of the month from 7:00-8:30pm, unless otherwise scheduled. Additional time commitments vary based upon individual committees and tasks at hand.

Nominating Committee

At-Large Member

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At-large members serve for one year on the Nominating Committee. They serve with Elders, Deacons, and Trustees who are all believers and have an understanding of and affirm the CCPC Statement of Faith. All members of the Nominating Committee are dedicated to prayer, compassion, financial stability and a humble willingness to obey the will of God.

In particular, the duties of an At-large member of the Nominating Committee are to:

- Attend and participate in meetings of the Nominating Committee.
- Examine the scriptural qualifications for each office.
- Pray daily for God to bring to the Nominating Committee the names of those whom he may be calling into leadership.
- Participate in soliciting nominations from the congregation, small groups, classes, and any other actions as determined by the communication plan adopted by the committee.
- Participate in compiling of officer candidate prospect lists, through prayer and discernment in vetting nominees and applying the scriptural qualifications to specific members in the church
- Participate in contacting candidates to gain acceptance of the nomination
- Help to affirm each candidate's acceptance and belief in the CCPC "Statement of Faith"
- Participate in the preparation of a Slate of Officers for consideration by the congregation
- Attend the congregational meeting to elect the officers.