

SHEPHERD OF THE VALLEY LUTHERAN CHURCH CONSTITUTION: CONTINUING RESOLUTIONS

Statement of Purpose

C4.05.A07 Shepherd of the Valley's Mission

To accept all people, to live as Christ's disciples, and to joyfully share his unconditional love. This statement was refined to yield the current mission statement: To live joyfully as disciples of Christ.

Congregation Council

C12.01.A07 Ministries of Shepherd of the Valley

To carry out its mission, the congregation of Shepherd of the Valley supports the following ministries: Adult Discipleship, Care Giving, Children's, Hospitality, Prayer, Servant, Stewardship, Worship, and Youth.

The general responsibility of each ministry is to envision, plan and carry out programs responsive to congregational and community needs and supportive of the church's mission, utilizing the resources allocated to it. Each ministry is accountable to the congregation as represented by the Congregation Council. Ministry reports are delivered to the Congregation Council by the Commission representatives. See the Congregation Council organizational chart at end of this document.

A ministry leader shall be chosen by the members of each ministry to oversee the ministry's work. The ministry leader shall schedule periodic ministry meetings. Each ministry shall at all times work in coordination with and in consideration of other ministries and their respective goals. Each ministry shall seek to involve as many members of the congregation as possible in their work. A ministry leader shall serve no more than four consecutive years as leader of the same ministry.

C12.01.B07 Ministries of the Spiritual Commission

Prayer Ministry: Empowered by Jesus Christ, and guided by the Holy Spirit, this ministry reaches out to the church and to the world through prayer. *Praising God, faithfully receiving God's help and guidance in our lives, and seeking God's will for the church in an earnest and committed way is the central focus of this ministry. Our goal is to firmly establish prayer at the foundation of the church's life and mission.*

Worship Ministry: The Worship Ministry ensures that the worship experience fulfills the spiritual needs of congregants in a manner consistent with the teaching of Christian faith as expressed in the Lutheran tradition. *The ministry's purpose is to facilitate worship so that it can be everything we believe God would desire it to be.*

Our vision is to see our entire congregation raising its voice in praise to God through the various elements of worship.

C12.01.C07 Ministries of the Faith in Action Commission

Care Giving Ministry: The Care Giving Ministry reaches out to individuals and families in need of care, spiritual nurturing, or help during difficult times in their lives. *The ministry assists those who may be homebound or elderly, in the hospital, facing a transition in their lives, living with short- or long-term illness, or coping with a death or crisis in the community. Care Giving also provides the opportunity to rejoice in happy occasions.*

Servant Ministry: The Servant Ministry promotes and supports the work of local, national and international ministries, and seeks to provide care and assistance to people lacking the basic necessities of life. *We invite people to join in service for the purpose of living out our call as Christians to support those in need.*

C12.01.D07 Ministries of the Education Commission

Children's Ministry: The Children's Ministry is an essential and exuberant part of Christian mission. *The mission of Children's Ministry is to provide for children's instruction in the Christian church. Our vision is to see our children come alive in faith. Through Sunday School and Vacation Bible School lessons and songs, the children become familiar with the Old and New Testament Bible stories that provide a foundation for learning about God and our relationship with God. We also seek to encourage children's awareness of and participation in prayer, stewardship, worship and service.*

Youth Ministry: The Youth Ministry models and teaches the love of God to teenagers and prepares them to affirm their baptism. *Our mission is to provide for a Christ-centered community of teenagers and adults, which draws in teens, nurtures in them an authentic personal relationship with Jesus Christ and challenges them to change their world by demonstrating God's love. Our youth ministry involves students from grades six through twelve and encompasses our church's confirmation curriculum.*

Adult Discipleship Ministry: In the context of small groups, the Adult Discipleship Ministry helps adults to grow in faith and a meaningful knowledge of God through Scripture study and fellowship with other believers. *The goal of the ministry is for adults to appreciate and worship God and to serve God and others in response to God's amazing grace. The ministry also helps adults find opportunities for growth and service offered by other ministries within Shepherd of the Valley.*

C12.01.E07 Ministries of the Outreach Commission

Hospitality Ministry: Making everyone feel welcome at Shepherd of the Valley is the focus of the Hospitality Ministry. *We seek to welcome and care for visitors and to support the fellowship of the*

congregation. Our goal is that people will feel welcome and accepted and want to invite others to come as well.

The Outreach Commission shall also represent the **Evangelism Committee** on the Congregation Council.

C12.01.F07 Ministries of the Resources Commission

Stewardship Ministry: God has graced all of us with immeasurable bounty, resources that are ours to use as we live and do God's work. The Stewardship Ministry educates the congregation in the biblical concepts of stewardship and solicits contributions of time, talent and treasure to the mission and ministry of Jesus Christ through the church. *Our goal is that Shepherd of the Valley will always have the resources to extend our ministry and service to others in the direction God leads us. We strive to realize this goal by organizing the annual stewardship drive and by leading fundraising efforts for special projects.*

The Resources Commission shall also represent the **Financial Secretary**, as well as the **Building, Facilities** and **Memorial Committees**, on the Congregation Council.

Other Committees and Positions (not defined in the constitution)

C13.06.A07 Financial Secretary

The Financial Secretary is responsible for handling, tracking, and reporting on all funds coming into Shepherd of the Valley. These efforts are guided by the congregation's Income Handling Policy. In addition to following the policy, the Financial Secretary will ensure that the policy document is updated as needed and that any other person that handles incoming funds is aware of, trained on, and consistently follows the most current approved version of the policy.

The congregation shall elect the Financial Secretary by written ballot and he/she shall serve for two years or until a successor is elected. The term shall begin at the close of the annual meeting at which the election takes place. The Financial Secretary shall be eligible to serve no more than two consecutive terms in the position. Additionally, the Financial Secretary shall not hold an officer position in the congregation, although he/she may hold a non-officer elected position on the Congregation Council concurrent with these duties.

C13.06.B07 Memorial Committee

The Memorial Committee, consisting of a minimum of three members, one of whom is the Care Giving Ministry leader, shall be appointed by the Congregation Council. Members other than the Care Giving Ministry leader shall serve three-year terms. The Memorial Committee shall acknowledge the receipt of

gifts received *in memoriam*, record specific requests for use of such gifts, review requests for disbursement of memorial gifts from ministry leaders, and determine proper expenditure of these funds. The Treasurer shall record the receipt of funds and make directed disbursements.

C13.06.C07 Building Committee

The Building Committee shall be responsible for considering and determining the facility needs of Shepherd of the Valley; investigate possible opportunities to lease, purchase or build appropriate structures; and provide reports of its work and findings to the Congregation Council and the congregation.

C13.06.D07 Facilities Committee

The Facilities Committee shall work with the landlord to ensure that Shepherd of the Valley and the landlord are meeting their respective responsibilities with regard to any leased property. In the event of ownership of property, the Facilities Committee shall be responsible for maintaining the premises in a safe and appropriate condition.

C13.06.E07 Evangelism Committee

The Evangelism Committee shall envision ways to spread God's word to the greater community, shall communicate its vision to the Congregation Council and the congregation, and shall work with all other ministries and committees of the congregation to realize its vision.

Duties of the Shepherd of the Valley Committees

C13.07.A07 Executive Committee

The primary responsibility of the Executive Committee is to set the agenda for the Congregation Council meetings.

C13.07.B07 Nominating Committee

The duties of the Nominating Committee include compiling a list of vacant Congregation Council positions, informing the congregation of such vacant positions, prayerfully considering the needs of the congregation, and developing a list of candidates to nominate to serve in each vacant position. The Nominating Committee shall contact the candidates, review with them the relevant positions, duties and responsibilities, and ask each candidate to prayerfully consider allowing the Nominating Committee to

nominate him or her for the relevant position. The Nominating Committee shall submit a slate of candidates for vacant positions to the Congregation Council prior to election at the annual congregational meeting. The Nominating Committee may submit multiple candidates for a single vacancy.

When developing a list of candidates the Nominating Committee shall:

- a. Consider the skills and/or experience required to carry out the duties of each vacant position.
- b. Seek candidates without recent Congregation Council service.
- c. Aim to adequately represent all age groups within the congregation.
- d. Seek to avoid having two immediate family members serving concurrently.

C13.07.C07 Audit Committee

The Audit Committee shall review the financial management processes and records of the previous fiscal year according to ELCA guidelines and shall report its findings to the Congregation Council and the congregation. Members of the Congregation Council and the Financial Secretary are precluded from membership on the Audit Committee.

C13.07.D07 Mutual Ministry Committee

The mutual ministry committee shall provide personal support to the Pastor. The committee shall also work and reflect with the Pastor on the needs of the congregation and how they are being met, the life of the congregation within the community, and personal or pastoral issues of which the Pastor should be aware. The considerations of the Mutual Ministry committee are to be kept confidential.