

MEMBERSHIP MINISTRY TEAM

Purpose: To represent God's reign in the world through worship, service, and community, the Membership Ministry Team invites, assimilates, and retains members through outreach and by creating a welcoming, caring, and learning environment.

Responsibilities: The Ministry Team has welcoming, outreach, and nurturing responsibilities, in addition to the oversight of the Multicultural Events Task Force and the Church History Task Force.

1. The Ministry Team assigns a greeter or greeters for each worship service.
2. The Ministry Team manages the nametag holder, and encourages the use of nametags by friends and members of UPC for the benefit of all.
3. The Ministry Team manages the new visitor gifts which are handed out by the children during worship.
4. The Ministry Team takes note of visitors who sign the pew register and contacts them by e-mail, mail, or phone call the week following that worship.
5. The Ministry Team oversees the update of the church website, the church Facebook page, and any other social media needs which arise.
6. The Ministry Team assigns a mentor to each new member or new member family when they join the church. The Ministry Team has a protocol for each mentor to follow in contacting and keeping up with the new member for a year.
7. The Ministry Team makes sure that an inquirers' class is offered periodically so that potential members may ask questions and find out more about the Christian faith in general, or Presbyterians in particular.
8. The Ministry Team hosts newcomer luncheons or coffee for new members and potential members. This happens about 4 times a year.
9. The Ministry Team submits article to the weekly e-mail update, as well as the monthly newsletter.
10. The Ministry Team builds new Extended Families and oversees the already-established ones. The ministry team builds and oversees the Interest Groups, which are currently the Birders' Group, the Monthly Book Group, the Drawing Club, the Bridge Group, and the Fun 'n' Games Group.

Accountability: The Chair, an Elder, presides over the Ministry Team and reports to the Session.

Membership: Ministry Team members are from the congregation at-large, as well as any

active Elders or Deacons. Currently, the senior pastor is the staff resource person.

Meetings: Generally, are monthly, although sometimes there is no need to meet, except through e-mail.

Funding: Membership Ministry presents its annual budget to the Session. Items include food and other event supplies, new member gifts, note cards, and nametag supplies. Occasionally, there might be advertising costs. This also includes submitting receipts correctly- the chair signs off on the submissions document for each member who has made purchases.