

External Ministries Support Team Charge

Approved by the Vestry on 3/28/2023

1. Purpose

The vestry's External Ministries Support Team is a group of vestry members charged with supporting and promoting the ministries of the parish that are directed toward people outside of St. John's traditional church operations.

2. Membership

The External Ministries Support Team consists of three (3) vestry members, appointed annually at the vestry retreat at the beginning of the calendar year. Members serve for one year and may be reappointed for additional years during their service on the vestry.

The team will appoint from among its members a **Convener** who will be responsible for calling meetings, preparing agendas for those meetings, and ensuring that team members follow up on action items set by the team.

The team will also appoint a member to be the **Financial Contact** for the external ministries of the parish. This member will attend Finance Committee meetings, closely monitor the monthly financial statement for the parish's external ministries, and bring any matters of concern to the rest of the External Ministries Support Team.

3. Meeting Frequency

The team will meet monthly, or as needed to consult with the various external ministries of the parish.

4. Role and Function of the Team

The parish has two major "in-house" programs that seek to serve people outside of the St. John's community, St. John's Helpful Shop (thrift store) and the Aptos Community Youth Program. The parish also participates in and partners with a variety of other outreach and service ministries in the community, like the Association of Faith Communities (AFC) Rotating Shelter and Safe Spaces programs, the English as a Second Language (ESL) program, Cub Scout Pack 609, Adopt-A-Family at Christmastime, and the local community organizing group, COPA (Communities Organized for relational Power in Action). The External Ministry Support Team supports and promotes all these ministries within and outside of the parish.

The team will:

- Communicate regularly with the leaders of the parish's external ministries to see what resources are needed and how the vestry can support their work, in particular, the team should meet regularly with the Helpful Shop Manager and the Aptos Community Youth Program Director
- Ensure that proper protocols and boundaries are in place for work with children and vulnerable adults in the parish's external ministries

- Serve as a sounding board for areas of conflict or concern in the external ministries of the parish
- Help recruit volunteers for the external ministries of the parish
- Oversee the Community Project Funds process
- Work with the various committees to feature external ministries during worship services through commissioning members, Minute for Ministry, Forums, and other events
- Encourage and support parishioners to find new areas of potential external ministry to share with the parish