

St. James Episcopal Church

Vestry Responsibilities

General Responsibilities for all Vestry Members

(adapted from Forward Movement publications)

All vestry members should strive to the best of their abilities to:

- Have a love of God and demonstrate a commitment to following Christ
- Be an active presence in and have knowledge about the congregation/ministries
- Be fair and interact well with people and strive to earn the respect of the members of the congregation
- Be a servant of the people without the need to be the “most important person” in the congregation or the need to be the one with the right answers to everything
- Have enthusiasm and vitality for this ministry

All vestry members should be able to make the following time commitments:

- Vestry meetings and committee work
- Vestry retreat
- Weekly worship services (willingness to rotate occasionally between services)
- Attend parish events: social minute, meals, fundraisers, Christian education, etc.
- Diocesan meetings, as necessary (rare)
- Annual parish meeting.

All vestry members are expected to:

- Offer talents to support the congregation’s unified ministry
- Pray daily for the rector, other leaders and members of the congregation
- Pledge financial support early in the stewardship campaign
- Be active ministers of the Gospel in daily life and work
- Bring one’s whole self to the table; be present in mind, body, and spirit
- Risk honestly and open with one’s own ideas, beliefs and desires

All vestry members have the primary responsibility to:

- Participate in the management and oversight of church finances and spending
- Oversee the management of church property, improvements, and construction
- Support church stewardship, planned giving, and fund raising
- Serve as a vestry liaison on a committee