

Descriptions assembled by Program Commission

Adult Christian Education

- Select topics, book studies , special emphases for Adult Christian Education classes for fall, winter and spring quarters.
- Secure teachers or group leaders.
- Determine format for presentation: large group, small group.
- Work with office staff to locate space for classes.
- Publicize program through bulletin, newsletter and / or posters.

Children and Youth Christian Education

- Develop appropriate curriculum for kindergarten through 12th grade children.
- Provide teachers for children and youth Christian Education program.
- Provide material and other supportive resources for teachers.

Child Care Coordinators

- Acquire and maintain appropriate play equipment for childcare areas.
- Schedule volunteers to supervise child care during worship and Christian Education periods Sunday morning.
- Publicize schedule.

Hospitality Committee

- Provide coffee and tea service during Sunday morning fellowship hour.
- Initiate and organize fellowship gatherings of the congregation (fellowship meals, Easter bagel breakfast etc.).
- Organize meals for special events.
- Provide meals for households in times of special needs: birth, illness.

Small Group Committee

- Create a healthy, dynamic, diverse and welcoming church life for church attendees and newcomers through the formation and nurturance of small groups.

Facility Committee

- Oversee maintenance and repair of physical structure.
- Coordinate a semi-annual church cleaning.
- Review insurance policies.
- Set policy regarding use of facility by outside groups.
- Set policies and procedures for building security.

Justice and Spirituality Committee

- Initiate and manage outreach and spiritual nurture opportunities for the congregation.
- Select local agencies to receive grant monies from CMCL.
- Select annual recipients for SEND grants (monies to support building or church growth projects outside the immediate CMCL community).
- Coordinate meal service at local Dinner Out program.
- Plan periodic one-day spirituality retreats.
- Invite speakers to make brief reports to the congregation of special initiatives or work of agencies involved in peace, justice or community service missions.

Worship Committee

Give guidance to overall order and tone of worship services.

Work with pastor(s) to develop seasonal worship themes.

Invite persons from the congregation to serve as Sunday morning worship leaders, song leaders, and prelude and offertory musicians.

Coordinate or oversee special worship experiences as needed, e.g. Christmas Eve service, Jazz Sunday, etc.

Oversee usher and greeter responsibilities and personnel.

Provide worship environment to fit theme (banners, artwork, plants, symbols).

Senior Youth Leaders

Over see Senior Youth Program with exception of Sunday morning Christian Ed.

Assist youth in planning weekly or biweekly events with balance among service, peace and justice, social and spiritual emphases.

Organize the following yearly events on a rotating schedule:

Year 1: MCUSA/MC Canada Youth Convention

Year 2: Local service project

Year 3: Cross-Cultural awareness event

Year 4: Service project with established organization (MDS, SWAP etc.)

Assist youth in planning fund raising activities to fund yearly projects.

Address topics concerning relationships, sexuality, peace and justice, tolerance and acceptance, and spirituality at developmentally appropriate levels.

Venture Club Leaders

Organize a monthly event for children grades 3 – 5, seeking a balance of group building, social, skill building, service, educational and spiritual emphases.

Address topics concerning relationships, sexuality, peace and justice, tolerance and acceptance, and spirituality at developmentally appropriate levels.

Junior Youth Leaders

Organize a monthly event for children grades 6 – 8 seeking a balance of group building, social, skill building, service, educational and spiritual emphases.

Address topics concerning relationships, sexuality, peace and justice, tolerance and acceptance, and spirituality at developmentally appropriate levels.