

Zion Lutheran Church
Liaison and Support Committee
(supporting Mutual Ministries)

TERMS OF REFERENCE

PURPOSE: The Zion Lutheran Church Liaison and Support Committee will function according to the following mandate:

- Identify and inventory all existing ministries within the Zion Church community
- Identify ways to engage each ministry and determine the connections or synergies between them to strengthen ministries individually and collectively
- Actively engage each ministry in fulfilling their roles in worship, learning, service, support and witness
- Develop an annual ministries plan and calendar for approval by Council
- Link to the Communications Committee in communicating the needs of mutual ministries to build congregational capacity and strength
- Recommend new ministries to Council to fill identified gaps in worship, learning, service, support and witness within the congregation and / or community

VALUES: The Zion Lutheran Church Liaison and Support Committee will operate within the following value system:

- communicate in a respectful, open and honest manner
- solution focused in planning and communications
- respect and maintain confidentiality of sensitive information
- proactive in meeting the needs of the Council, congregation and community
- coordinate the use of resources in the most efficient and effective manner possible
- follow-through on commitments to each other, to Council, and to the Congregation

MEMBERSHIP:

- The Pastor and 2 elected members of Council will form the Liaison and Support Committee (Pastor Sheldon, Lori Graupe and Sherri Dzeylion).
- A Chairperson and a recording secretary shall be selected from within the Committee.
- The Congregational Chairperson shall be an ex-officio member of each Committee.

TERM:

- All terms of appointment shall be for one year.
- Appointees are eligible for re-appointment up to __ consecutive terms.

MEETINGS: The Zion Lutheran Church Liaison and Support Committee will meet at least quarterly at a set date and time at a location to be determined.

- The Chairperson shall be responsible for calling meetings and providing an agenda.
- Notice will be sent to all Liaison and Support Committee members and applicable mutual ministry persons 3 days in advance of meeting via text or email.
- A Secretary will be selected from within the Committee who will be responsible for taking minutes, having them typed and distributing to Committee members and Council.
- Virtual meetings and teleconference meetings are acceptable.

ACCOUNTABILITIES: The Zion Lutheran Church Liaison and Support Committee is accountable to Congregational Council and will provide minutes of meetings to Council and an annual report to the Congregation.

Endorsed:

DRAFT