

2019 – 2020 Stewardship Committee Duties

Mission

The Brick Church Stewardship Committee is a committee of the Board of Session, and functions as part of the lay leadership of the church. The committee's goal each year is to raise approximately 60% percent of the annual operating funds needed to run the church. The committee also helps the Senior Minister and staff to create an acceptance of stewardship giving as a part of the core foundational principals of The Brick Church community, to instill a sense of trust in church leadership and the use of funds, and to build an understanding of the need for participation by all members.

In order to achieve these goals, the committee closely tracks fundraising performance indicators to determine current status of funds pledged, reports regularly to the Trustees and Session, and adjusts fundraising activities according to performance. In recent years, the stewardship campaign has raised between \$2,000,000 and \$2,200,000 annually. The average giving rate has been approximately \$4,000 per family with just over 500 families participating.

General Responsibilities

- Be part of an active and vital team of people who are critical to funding the church's operations. Without us the church cannot meet its objectives.
- Attend and actively participate in approximately 14 stewardship committee meetings between September and June to help develop and implement the Stewardship campaign. A conference call facility may be made available, but in-person participation in these meetings is strongly preferred.
- Through the course of the year, engage directly via phone or email with members of the church about their pledges as needed throughout the campaign. Hand-write notes to members of the church either to encourage pledging or to extend appreciation. In the 2019 – 2020 program year, all stewardship representatives will work with teams of families as part of a special community fund-raising effort.
- Actively participate in at least one sub-committee (listed below) of the Stewardship Committee and help provide sub-committee reports to the full committee as needed.

Sub-Committees and Specific Responsibilities

- Donor Strategy and Management (DSM) – responsible for writing, emailing and calling donors. Subcommittee members will be responsible for outreach strategies to various donor groups and will help serve as leaders to non-committee outreach volunteers. Church officers will be responsible for major donor outreach.
- Communications and Engagement (C&E) – help to write and edit short articles and other notices once per month for *The Record* and other communications as needed.

Initiate activities to promote the new campaign in the fall, which may include special events to generate anticipation and participation. Help foster a deeper understanding of the role of Stewardship in the life of our congregation.

- New Members and Recent Members (NM/RM) - responsible for new member pledge units - attend at least two (2) Saturday New Member classes, giving a presentation about Stewardship to prospective new members, calling or emailing unpledged new members to encourage pledging.

Important Dates

Committee Meetings

The committee meets twice per month on the first Wednesday and third Tuesday of every month in the fall, and once per month on the first Wednesday of every month after December. Meetings are held at 6:30 p.m.

September 4 and 17, 2019	December 4 and 17, 2019	April 1, 2020
October 2 and 15, 2019	January 8, 2020	May 6, 2020
November 6 and 19, 2019	February 5, 2020	June 3, 2020

Other Important Dates

Fall Kick-off Progressive Dinners:

Thursday, October 3, 6:00 p.m. – 8:30 p.m.

Thursday, October 17, 6:00 p.m. – 8:30 p.m.

Pledge Dedication Sunday: November 24, 2019 during worship