

Adult Education Committee Job Description

Purpose:

The purpose of the Adult Education Committee (AEC) is to provide opportunities for religious education to the members and attenders of Strawberry Creek Meeting. We seek to deepen understanding about Quaker history, life, testimonies, faith, and practice. We include in our curriculum bible study, comparative religious study, and the Christian and Universalist foundations of our Quakerism. We hope that all Adult Education sessions will create opportunities for members to move deeper in their spiritual growth and will serve to strengthen the community by providing opportunities to learn about one another in our journeys. We seek to be a part of the exploring the ways in which we as a community, and we as individuals, witness in the world. AEC seeks to be a part of helping to build the connection between the inward growth outward witness. In all of this the AEC seeks to be as aware as possible of the need of the community and of the leadings of the Spirit.

Responsibilities:

Sessions: Adult Education usually hosts a session after the rise of meetings once a month, currently on the 3rd First Day. Other sessions have been organized as short courses, such as Quakerism 101, and Bible Study. AEC will work with other committees at times in collaboration for specific sessions. To the best of their abilities, the AEC is responsible for maintaining a safe and worshipful space in sessions, including moderating discussions to keep a worship-sharing atmosphere. Working in cooperation with Oversight and Worship and Ministry Committees, the AEC should hold participants tenderly, during the session and afterwards.

Materials: the AEC is responsible for gathering of materials, possible production thereof, and the collections of funds where appropriate for all AEC sponsored sessions, and to work with the Treasurer and Finance Committee as necessary to ensure good bookkeeping.

Term & Duration:

Five people are recommended as standing members, with openness to people with passion on particular topics to join ad-hoc. These five committee members should serve in two-year overlapping terms. Most meetings will likely be open to any attenders, however guests should contact the clerk of the AEC, to see if it would be appropriate.

Nature and Frequency of Activities:

The AEC meets at least once a month. There is an Adult Education session on third First Day each month. Quakerism 101 should be offered 1 – 3 times a year, and other group sessions can be organized or foster as interest arises.

Mandatory and Desirable Qualifications:

A member of the Adult Education Committee should possess one or more of the following:

- a sense of humor

- interest in Quakerism in all its variety
- familiarity with Quaker history, faith and practice
- familiarity with Strawberry Creek Meeting members and attenders, in order to know who might be a resource within meeting to address specific topics
- event management skills, including ability to approach and request participation for a variety of people

All members should bring a willingness to work, to listen, and to worship. There is a great deal of work to do to make the adult education program happen, and the work will be done well by a committee grounded in the Spirit.

Reporting:

Report as necessary to the Meeting for Business. All activities will be announced in advance in the newsletter as well as during Announcements on First Day mornings, and on the web.

Liaison:

One member of the committee is also member of the Worship and Ministry Committee, not necessarily the clerk. A relationship with the Library Committee is also important to enhance planned sessions with appropriate library materials.

Changeover Process:

The Adult Education Committee that is ending its term should leave enough sessions planned in advance that the new committee is not inundated with the necessity of planning immediate sessions. A history of AEC sessions and speakers should be kept to keep in mind how recently a topic was addressed and in what way, as well as any good ideas that never became sessions including course curricula and evaluations of any courses.