

Worship and Ministry Committee Job Description (2020)

Meeting for Worship is at the center of our life as a community. The main purpose of our Worship and Ministry Committee is to nurture the Meeting's spiritual community. When the Meeting community has a strong spiritual life, the spiritual lives of individuals as well as our corporate discernment of God's will are strengthened and blessed. The Worship and Ministry Committee keeps the Meetings for Worship and Business under review, prayer and care.

The Committee works to create an environment conducive to a gathered meeting. Committee members' concern for the meeting throughout the week, the promptness and reverence with which they approach the meeting for worship, and their faithfulness to the Guidance of the Spirit are the most effective ways they can deepen the quality of worship. The first responsibility of the Committee's members is to deepen their own spiritual lives and their preparation for worship.

The Committee seeks to strengthen the lives of individuals in the meeting by helping individuals discern, ground and grow into varied gifts for ministry and service. We work to respond to our community's spiritual needs in the circumstances of our times. We help and encourage Friends and attenders to engage in spiritual study, meditation, prayer, and other ways of preparing themselves to worship.

As Faith and Practice notes, Worship and Ministry Committee customarily consists of seasoned Friends of varied ages and gifts who are known to be faithful in worship and sensitive to the life of the spirit. It includes both Friends inclined to speak in the meeting and those less inclined to do so. Members serve overlapping two-year terms beginning June 1 through May 31.

Functions and Duties

Steward Meeting for Worship and Meeting for Business

- Arrange for greeting, closing and reading of queries in Meeting for Worship.

- Provide support and guidance for spoken ministry.

- Work with the Facilities Committee to provide a setting for Meeting for Worship and to make Meeting for Worship accessible for people with disabilities.

- Work with the Mutual Care Committee to help arrange special worship meetings for those needing concerns held in the light or those unable to attend meeting for worship.

Provide Information about our Meeting

- Make ourselves available to speak with Friends on matters of the Spirit and Quaker tradition.

- Provide informational pamphlets about Meeting for Worship, Spoken Ministry, Meeting for Business and other topics.

- Respond to inquiries about our meeting as needed, including voice mail messages left on the Meeting telephone and comments left in the guest book.

Assure that basic information about our Meeting for Worship, such as time and location, is up to date in Quaker and student and communities of color publications and directories by working with the Communications Committee.

Attend to our Spiritual Life

Organize and present up to six Religious educational programs about Quaker history and practice.

Lift up issues of diversity and racism to become a more inclusive community.

Nurture the work of the Worship and Ministry Subcommittee on Power Privilege and Race to uproot and dismantle racism within the Meeting through education, deep discernment and active engagement.

Arrange Memorial Meetings.

Arrange and care for clearness and anchoring committees for individuals in the Meeting who are seeking guidance and support for public ministry.

Manage the Traveling Ministry and Service Fund.

Work with other groups to provide queries for activities such as Retreats and Friendly Sevens.

Work with other Committees

Coordinate Third and Fifth Sunday After-Meeting Programs including State of the Meeting in January, Worship and Ministry, PESW and Care of Meeting.

Maintain contact with and provide Spiritual support and guidance for Worship Groups under the Meeting's care.

Communicate with other committees on matters affecting worship, ministry and spiritual growth as needed.

Provide one committee member to serve on the State of Meeting Report Committee and one committee member to serve on the Bridging the Gap Working Group with Berkeley Friends Meeting and Berkeley Friends Church.

Participate in the SC Corporation Annual Meeting by committee's clerk/co-clerk.

Approved by SCM Meeting for Business, December 13, 2020