

St. Paul's by-the-Sea Episcopal Church Role of the Vestry and Vestry Member Job Description

The Vestry is made up of the Rector, twelve elected members, and as many as four appointees in accordance with the parish's Constitution and bylaws. The "executive" of the Vestry consists of the Rector, the Senior Warden, the Junior Warden, the Registrar and The treasurer.

The role of the Vestry is to:

1. Oversee the parish's finances
2. Take care of the parish's property
3. Select parish leadership and representation
4. Ensure that proper records are kept
5. Determine and set the "vision" for the parish
6. Give direction to the various committees and organizations of the parish to ensure that the church is collectively working toward the fulfillment of its vision

The parish Vestry is the leadership of the parish family. It is a most important ministry in the life of any congregation. In fact, in order for a parish to exist, there must be a priest and a Vestry to oversee church operations, provide direction, and support the mission and ministry of the parish.

The canons of the Episcopal Church state that members of the Vestry shall be elected by the parish at an annual meeting. Vestry members serve a three-year term and one-third of the Vestry is rotated each year. Our Vestry at St. Paul's by-the-Sea is composed of 12 members. Each year we elect 4 members.

Election to the Vestry should not be based upon popularity or as a way of honoring "old timers." The Vestry member is a person who has been called to a special form of Christian ministry. Our Vestry is committed to our Lord as the head of the church. Our meetings reflect a sincere desire to discern the direction of the Holy Spirit at St. Paul's by-the-Sea. All of our decisions are based upon this knowledge and desire.

The eligibility requirements for service on the Vestry are as follows. The nominee must be:

1. 18 years of age or older
2. A communicant in good standing, a regular attendee at the Eucharist
3. A contributor of record, helping to support the life and ministry of this parish

Guidelines for the position of Vestryperson at St. Paul's by-the-Sea:

1. The primary responsibility of a Vestryperson in his/her ministry at St. Paul's is one of prayer for and pastoral care of the community of Christians gathered in this Church
2. Each Vestryperson will agree to participate actively and regularly at worship services, educational and fellowship activities
3. Each Vestryperson will agree to the principles of Christian stewardship
4. Each Vestryperson will assume the responsibility for attending all monthly Vestry meetings and planning meetings
5. Each Vestryperson will attempt to incorporate as many members of the parish family to assist them in their endeavors as well as to foster new leaders
6. Each Vestryperson will seek to be guided by the Holy Spirit through prayer in regard to decisions before us
7. Each Vestryperson will be personally aware of the "Duties of the Vestry" as stated in the Constitutions and Canons of the Diocese of Easton