

Purpose

The purpose of the Committee of Stewards is entrusted with overseeing the management and deployment of the congregation's temporal resources to support the Mission and Vision of the congregation as discerned by the Session and implemented by the Ministry Team.

Under the direction of the Board of Elders, the Stewards as a group are responsible for:

1. Remuneration of personnel
2. Capital expenditures
3. Property maintenance
4. Day-to-day administration of finances
5. Providing financial reports, at least quarterly, to the Board of Elders and congregation when needed or required by the Board
6. Ensures all CRA regulations, requests, and reports/submissions are completed.

While the group as a whole holds these responsibilities, each Steward takes on duties based on their personal skills and their Spirit-given gifts for Ministry.

The role of Steward is a significant personal and spiritual commitment as it is entrusted with the care (stewardship) of the financial resources offered by the congregation to help accomplish God's mission.

Qualifications

Stewards should be faithful, trustworthy and detail-oriented individuals who are:

1. Gifted with (one of, not all of) the appropriate gifts for ministry, in areas such as: leadership, organization, management, finance, bookkeeping, accounting, business, property, law, or maintenance
2. Committed to the Mission and Vision of St. George's United Church
3. Have basic computer skills such as email, Microsoft Word, etc.

Key Duties and Responsibilities

1. Members are expected to commit to a minimum three-year term.
2. Regular attendance at meetings, which are held at least quarterly.
3. Taking on duties/tasks that align with their skills and Spirit-Given gifts.
4. Willingness to take on an official role (Chair or Envelope Secretary) if the role aligns with their Spirit-given gifts or personal skills.

Accountability

- Stewards are selected through a process of nomination, which includes an interview. They are formally elected at the congregation's Annual General Meeting, though interim vacancies can be filled (see GOV002).
- The committee of Stewards and its members are accountable and report to the governing body of the congregation (the Board of Elders) and must follow all legal directions and decisions (see GOV001).