

First United Methodist Church of Tavares

**PROPOSED Church Leadership Structure**

*Updated: 05.26.2022*

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This leadership structure for First United Methodist Church seeks to 1) stream line the decision-making process, 2) reduce the number of meetings church leaders must attend, 3) maximize leaderships connection with the “whole” church and 4) reduce the number of leadership positions to free others to participate in direct ministry.

The Church Leadership Council (the Council) is organized as stated below in accordance with the 2020 Book of Discipline ¶ 247.2 insuring that the provision of ¶ 243 are observed.

The Council will provide leadership and decision making for the temporal and spiritual matters of First United Methodist Church of Tavares (FUMCT). The Council will function in the place of the former Board of Trustees, Finance Committee, Stewardship Committee, Worship Committee....

Lay members of the Council will be suggested by Nominations and elected by the Charge Conference (yearly) or the Council (between Charge Conferences.)

Ministry Staff will be members with vote of the Council.

Each member of the Council has voice and vote on the planning and implementing of the spiritual and temporal matters for the mission and ministry of the local church.

Specific members of the Council will be responsible to bring specific information and needs to the attention of the Council. (These members are not Chairs of another Committee but the “champions” of specific areas of the Church's mission.)

The Committee on Nominations and Leadership Development (Nominations) will exist as a separate committee in all matters that require confidentiality and closed meetings. Members will be recommended by the Pastor and the Council and elected by the Charge Conference.

The Staff Parish Relations Committee (SPRC) will exist as a separate committee in all matters that require confidentiality and closed meetings. The SPRC will be recommended by Nominations and elected by Charge Conference or the Council.

The Worship Committee will exist as a separate committee to attend to issues such as Communion, Greeters, maintenance of the stage areas, snacks at services and other related needs.

Ad-hoc committees can and will be organized and charged with specific duties or projects by the Council as needs arise.

**Church Leadership Council**

1		Council Chair	<ul style="list-style-type: none"> <li>• Help develop Church Leadership Council agenda.</li> <li>• Oversee maintenance of records.</li> </ul>
2		Recording Secretary	<ul style="list-style-type: none"> <li>• Record and produce minutes of the meeting</li> </ul>
3	Pastor Michael S. Briggs	Senior Pastor	<ul style="list-style-type: none"> <li>• Help develop Church Leadership Council agenda.</li> <li>• Represent Stewardship efforts.</li> <li>• Represent Apportionment payments.</li> <li>• Clergy delegate to Annual Conference.</li> </ul>
4		Lay Leader (1)	<ul style="list-style-type: none"> <li>• See Discipline.</li> </ul>
5		Lay Leader (2)	<ul style="list-style-type: none"> <li>• See Discipline.</li> </ul>
6		Lay Member to Annual Conference	<ul style="list-style-type: none"> <li>• See Discipline.</li> </ul>
7		Worship— Representative	<ul style="list-style-type: none"> <li>• Inform the Counsel of worship related issues.</li> <li>• Chair, Worship Committee.</li> </ul>
8		Discipleship— Representative	<ul style="list-style-type: none"> <li>• Maintain contact with church small groups.</li> <li>• Lead the Counsel to develop new small groups.</li> </ul>
9		Hospitality— Representative	<ul style="list-style-type: none"> <li>• Assess the hospitality of worship services and other church activities.</li> <li>• Lead the counsel to maintain a high level of hospitality.</li> </ul>
10		Service— Representative	<ul style="list-style-type: none"> <li>• Lead the Counsel to find and engage service opportunities in our community</li> </ul>
11		Finance—Lead Representative	<ul style="list-style-type: none"> <li>• Lead development of budget.</li> <li>• Regularly review finances. Report to Counsel.</li> <li>• Review checkbook reconciliation.</li> </ul>
12		Finance— (1) Representative	<ul style="list-style-type: none"> <li>• Assist Finance—Lead Representative.</li> </ul>
13		Finance— (2) Representative	<ul style="list-style-type: none"> <li>• Assist Finance—Lead Representative.</li> </ul>
14		Trustee—Lead Representative	<ul style="list-style-type: none"> <li>• Sign official church documents approved by the Counsel as the “official” representative of the church (contracts, legal documents....)</li> <li>• Oversight of maintenance issues on campus.</li> <li>• Oversight of ongoing campus maintenance projects.</li> </ul>

15		Trustee— (1) Representative	<ul style="list-style-type: none"> <li>• Assist Trustee—Lead Representative.</li> </ul>
16		Trustee— (2) Representative	<ul style="list-style-type: none"> <li>• Assist Trustee—Lead Representative.</li> </ul>
17		Staff Parish Relations Committee— Representative	<ul style="list-style-type: none"> <li>• Chair, Staff Parish Relations Committee.</li> <li>• Inform the Counsel of SPRC related issues.</li> </ul>
18		At Large Council Member (s)	<ul style="list-style-type: none"> <li>• As determined by needs of the Counsel, appointed by Nominations.</li> </ul>
19		UMM Representative	<ul style="list-style-type: none"> <li>• Advocate for UMM ministry.</li> </ul>
20		UMW Representative	<ul style="list-style-type: none"> <li>• Advocate for UMW ministry.</li> </ul>
21		Youth representative	<ul style="list-style-type: none"> <li>• Advocate for youth ministry and concerns.</li> </ul>
22	Paul Carraway	Worship Director	<ul style="list-style-type: none"> <li>• Inform the Counsel of church Worship Ministry direction and issues.</li> </ul>
23	David Love	Worship Associate	<ul style="list-style-type: none"> <li>• Inform the Counsel of church Contemporary Worship Ministry direction and issues.</li> </ul>
24	Tom Valenta	Youth and Family Director	<ul style="list-style-type: none"> <li>• Inform the Counsel of Family and Youth Ministry direction and issues.</li> </ul>
25	Pam Post	Children and Family Director	<ul style="list-style-type: none"> <li>• Inform the Counsel of Family and Children Ministry direction and issues.</li> </ul>
26	Jerry Bressin	Children's Enrichment Center Director	<ul style="list-style-type: none"> <li>• Inform the Counsel of CEC direction and issues.</li> </ul>
27	Nancy McMichael	<ul style="list-style-type: none"> <li>• Church Administrator</li> <li>• Financial Secretary</li> </ul>	<ul style="list-style-type: none"> <li>• Assist the Council with information and Church calendar.</li> <li>• Assist the Council Chair and Pastor in developing agenda and planning meetings.</li> </ul>
28	Cheryl Kilgore	<ul style="list-style-type: none"> <li>• Church Finance Administrator</li> <li>• Church Treasurer</li> </ul>	<ul style="list-style-type: none"> <li>• Inform the Council on the state of Church finances.</li> </ul>
29	Jim Kilgore	<ul style="list-style-type: none"> <li>• Maintenance Director</li> </ul>	<ul style="list-style-type: none"> <li>• Inform the Council on the state of campus maintenance and improvements.</li> <li>• Assist the Trustee Representatives on implementing Council decisions relating to the Church campus and parsonage.</li> </ul>

**Staff Parish Relations Committee (SPRC)**

Committee mission – See the Discipline.

1		Chair: Staff Parish Relations—Representative.
2	Pastor Mike	Senior Pastor
3		Lay Leader (1)
4		Lay Leader (2)
5		SPRC Lay Member
6		SPRC Lay Member

**The Committee on Nominations and Leadership Development (Nominations)**

Committee mission – See the Discipline.

1		Chair
2	Pastor Mike	Co-Chair – Senior Pastor
3		Lay Leader (1)
4		Lay Leader (2)
5		Lay Member
6		Lay Member

**Worship Committee**

Committee mission – Maintain worship spaces and needs. Greeters. Communion.

1		Chair: Worship—Representative
2	Pastor Mike	Senior Pastor
3		(1) Traditional Worship Representative
4		(1) Traditional Worship Representative
5		(1) Contemporary Worship Representative
6		(1) Contemporary Worship Representative
7		Contemporary Worship Food/Drinks Leader