

Missions Committee Charter Anderson Hills Church

A. PURPOSE

To connect the congregation to opportunities to be in missions at home and throughout the world, including specifically:

1. To educate, inform, and motivate the congregation about mission outreach and their part in it;
2. To involve members of the congregation in mission and service projects in the community and around the world; encouraging them to “go, see, serve, and learn;”
3. To monitor and evaluate mission projects and partners funded by Anderson Hills Church;
4. To encourage and foster awareness across the congregation of mission activity conducted by and/or supported by members of Anderson Hills Church; and
5. To report to the congregation on the benefits of its outreach.

B. COMPOSITION

Missions Committee members should be Christian spiritual leaders who demonstrate regular worship attendance, small-group participation, Bible study and regular giving. These practices are essential for committee members to bring integrity to the leadership of this ministry.

The Missions Committee is composed of not fewer than five members of the church, representative of the entirety of Anderson Hills Church. It will include church members with a love and passion for missions. Supported long-term missionaries are not eligible to serve on the Missions Committee.

The Lead Pastor and Executive Pastor may attend all meetings of the committee.

The committee selects the vice chair and secretary at the end of each year for the following year. The vice chair will not be a member of the same class as the chair, and no one person can hold more than one office at a time. Missions Committee officers (other than the chair) will hold office for a term of one year or until their successors are elected.

The chair’s responsibilities include:

1. Plan and publish an agenda for each meeting;
2. Schedule and conduct each meeting;
3. Report committee actions or recommendations, as appropriate; and
4. Work to ensure cooperation among other ministries and committees.

The vice-chair fills the role of the chair in her or his absence.

The secretary’s responsibilities are:

1. Record committee activity and meetings;
2. File committee records in the church office;
3. Make quarterly requests for disbursements to the church Treasurer; and
4. Keep detailed track of Missions Committee spending throughout the year.

Missions Committee charter, continued

Each missionary and mission organizations whom the Missions Committee supports, will be assigned to one Missions Committee member who will be responsible for keeping in contact with that missionary or mission organization, for updating the Committee as to their needs, including prayer needs. Each missionary and mission organization supported by the Missions Committee will be invited to attend, in person or via video link, one Missions Committee meeting every two years.

C. RESPONSIBILITIES AND DUTIES

Program planning. A year-round program of missions shall be promoted by the Missions Committee with the following objectives:

1. To encourage Anderson Hills' congregation to thoughtfully and prayerfully consider how they can contribute to mission efforts;
2. To present the challenge of the Great Commission, "make disciples of all nations;"
3. To advise Anderson Hills' congregation of the work, progress, challenges, and needs of those providing direct missionary service on the mission field; and
4. To support the missions program of Anderson Hills Church with special gifts beyond regular giving.
5. By the end of November, the Committee will review initiatives from the past year and identify mission initiatives for the coming year, including a budget with proposed allocations to organizations and entities to be supported that will be presented to the Church Council for approval.

D. ACCOUNTABILITY

The Missions Committee shall be accountable to the Church Council for its activities and will report such activities to the Church as the Missions Committee or the Church Council determines.

F. MEETINGS

The Missions Committee will meet as determined by the committee, at least quarterly. The chair will send out a meeting agenda, including meeting location, prior to each meeting. A majority of the members of the Missions Committee will constitute a quorum at each meeting.

G. MINUTES

At each meeting, the secretary or, in her or his absence, a committee member appointed by the chair, will prepare the minutes of the Committee's deliberations. After approval by the Committee's Chair, such minutes shall be distributed to all Committee members and available to the Church Council. Meeting minutes will be available to church members upon request.

If the Committee is dealing with confidential issues, it will enter executive session and the minutes will be kept by the secretary but not publicized.

H. AMENDMENTS

Amendments to this Charter require approval of the Missions Committee and the Church Council.