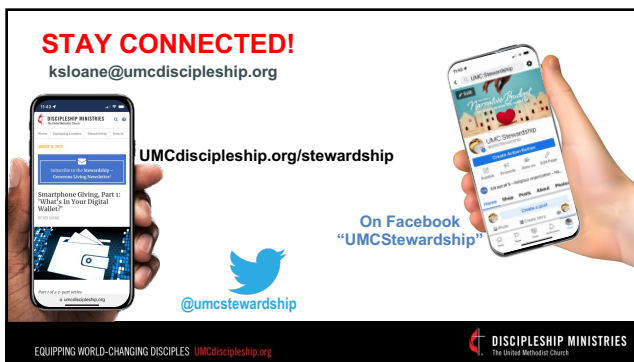
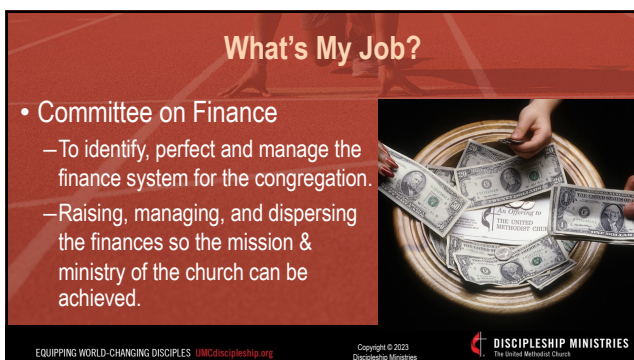




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What's My Job?

- Committee on Stewardship
 - Help congregation focus on the broader meaning of Stewardship
 - Keep the focus on the need of a disciple to give rather than the church's need to receive.

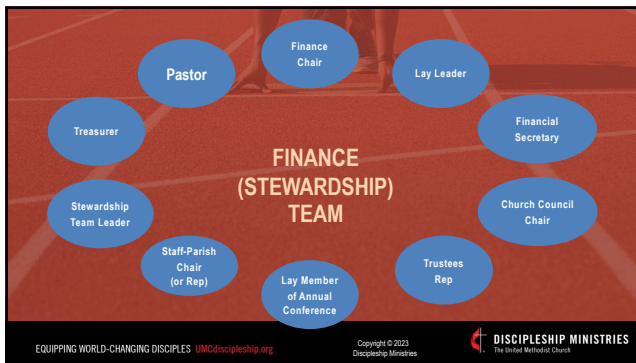


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GUIDELINES



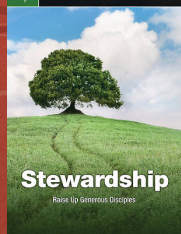
Finance
Handling God's Money in the Church

What's My Job?

2017-2020*
Edition

*Still the current version until updated after the General Conference in May 2024.

GUIDELINES



Stewardship
Raising Up Generous Disciples

Available from www.cokesbury.com

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**JOB DESCRIPTIONS
AND LEADERSHIP TRAINING**
IN THE UNITED METHODIST CHURCH
A LEADER DEVELOPMENT GUIDE

2017-2020

What Is My Job?

Currently updating and revising this resource to give more attention to leading for the work of intentional disciple-making.

Currently available from www.bookstore.upperroom.org

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4 POINT STARTER'S STANCE

- Spiritual Foundation
- Integrity, Transparency & Accountability
- Creatively Connect Money & Ministry
- Adaptability to New Situations



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Spiritual Foundation

- God Gives First, We Respond



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Integrity, Transparency & Accountability

- Distinct Roles, Part of a Team
 - Finance Committee
 - Church Treasurer
 - Financial Secretary [Counting Teams]
 - Pastor
 - Stewardship Committee
 - Business Administrator/Other Staff



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Most Asked Question



“Should the pastor know what church members give?”

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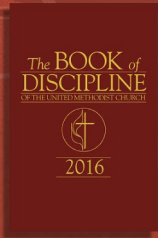
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Integrity, Transparency & Accountability

- 2016 General Conference
- New language in 2016 BOD
- Pastor: “access to & responsibility for...”
- Requires cooperation, trust and grace



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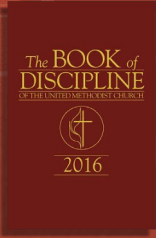
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Integrity, Transparency & Accountability

¶ 340.2.c.(2)(c), which now reads:

(c) To provide leadership for the funding ministry of the congregation. To ensure membership care including compliance with charitable giving documentation requirements and to provide appropriate pastoral care, the pastor, in cooperation with the financial secretary, shall have access to and responsibility for professional stewardship of congregational giving records.



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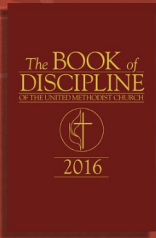
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Integrity, Transparency & Accountability

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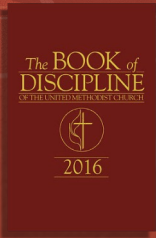
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Integrity, Transparency & Accountability

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Integrity, Transparency & Accountability

- Policies & Procedures Protect
 - Members & Donors
 - Individuals who serve
 - Church Relationships
 - Church Reputation



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Segregation of Duties

- Treasurer, Financial Secretary, & Chair of Finance need to be committed to this!
- Keep Income Side (Financial Secretary) and Expense side (Treasurer) separated!
- ***No matter how small the membership, these positions are never combined!***



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Segregation of Duties



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Segregation of Duties

Three tasks not specifically assigned to either of the two positions or Finance Chair by the Discipline.



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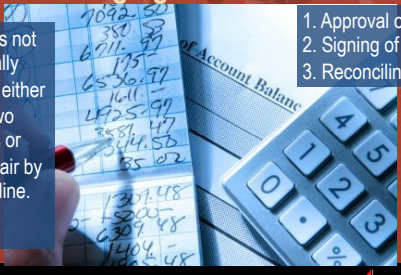
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Segregation of Duties

Three tasks not specifically assigned to either of the two positions or Finance Chair by the Discipline.



- 1. Approval of payment
- 2. Signing of checks
- 3. Reconciling accounts

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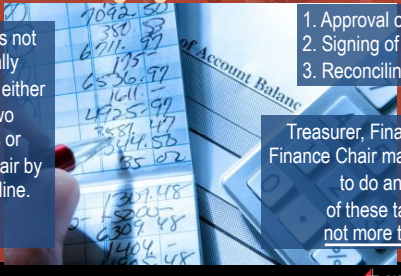
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Segregation of Duties

Three tasks not specifically assigned to either of the two positions or Finance Chair by the Discipline.



- 1. Approval of payment
- 2. Signing of checks
- 3. Reconciling accounts

Treasurer, Financial Sec'y or Finance Chair may be authorized to do any ONE of these tasks, but not more than one!

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Integrity, Transparency & Accountability

Communicate with Donors

- ✓ Don't paint bleakest picture...
- ✓ Don't send bills, send celebrations!
- ✓ Gifts \$250+ require acknowledgement (IRS) but everyone likes "thank you!"
- ✓ Don't need to send same message to all



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Integrity, Transparency & Accountability

3 Key Words: Ask, Thank, Tell

- **Thank** donors every chance you get
- **Tell** them how they have made a difference through giving!
- **Ask** them to make an impact in additional ways!



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Creatively Connect Money & Ministry

"I'm not a mission person, I'm a finance person."

Every "finance person" is a "mission person" as you are about the work of funding mission and ministry.



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Creatively Connect Money & Ministry

Why should people give to your church?

Mission is what moves people

- Not church bills, it's impact stories
- Hope, compassion, community
- NOT duty, obligation, commitment



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Creatively Connect Money & Ministry

If Finances are the main reason for reaching new people, your church is in trouble.

Money is only needed if church is engaged in mission and ministry!



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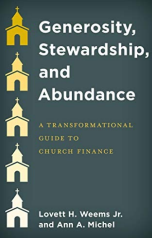
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Creatively Connect Money & Ministry

Principle 1: Never talk about people's money apart from their discipleship.

Principle 2: Never talk about the church's money apart from its mission.



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What Do We Mean by “Creatively”

- Not “creative accounting”
- Creative engagement with the people of your church and community.
- Are there people who can help tell your mission stories in creative ways?
- Who are your smartphone moviemakers?

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What Do We Mean by “Creatively”

CREATING A
Narrative Budget
THE STORY BEHIND THE NUMBERS

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What Do We Mean by “Creatively”

- Meet with other groups in church
 - Learn their stories, get their help
- Use drama, pictures, video, social media to tell the giving story
- “How can we make it easier to give?”

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Adaptability to New Situations

- Six dreadful words:
 - “We’ve never done it that way...”
- Rotate the crops to keep soil fertile
 - How you approach presenting stewardship to congregation
 - How you build your team



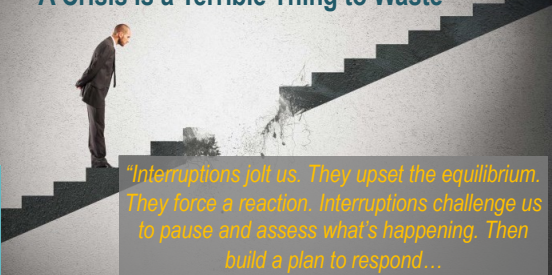
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“A Crisis is a Terrible Thing to Waste”



“Interruptions jolt us. They upset the equilibrium. They force a reaction. Interruptions challenge us to pause and assess what’s happening. Then build a plan to respond...”

MEET
THE UNSTUCK CHURCH
TONY MORGAN

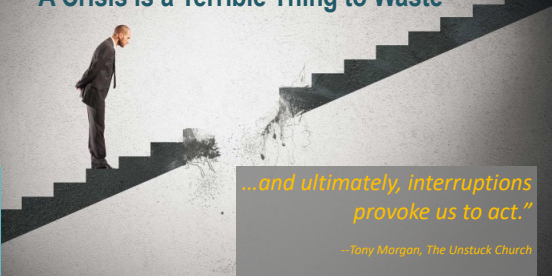
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“A Crisis is a Terrible Thing to Waste”



...and ultimately, interruptions provoke us to act.”
—Tony Morgan, *The Unstuck Church*

MEET
THE UNSTUCK CHURCH
TONY MORGAN

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What Has the Church Learned from the Pandemic?

TUESDAY, NOVEMBER 15, 2022 | 6:30 PM CST

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THE LESSONS

- Maintaining connections is crucially important.
- Hybrid worship is here to stay.
- Zoom is a new church parlor.
- Buildings are an asset, not a necessity.
- Many ways to receive offerings.
- **Plan and budget for disruption.**
- Churches need to be equipped to care for the physical, spiritual, financial and emotional health of their people.
- Look forward, because "old normal" is not coming back.

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4 POINT STARTER'S STANCE

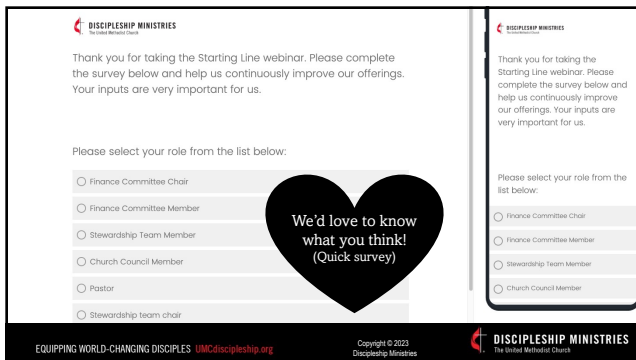
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