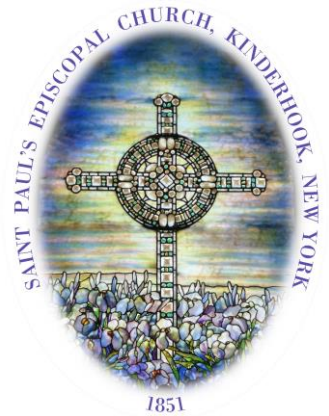


Saint Paul's Church
Kinderhook, New York
a parish of the Episcopal Diocese of Albany
The Reverend Tom Malionek, Rector



Qualifications, Duties, and Expectations of Vestry Members

This brief overview was adopted by the Vestry of Saint Paul's in January 2017, to help prospective candidates as they discern whether they believe themselves called by God to stand for election.

The Vestry Handbook by Christopher L. Webber (Third revised edition; Harrisburg, Pennsylvania: Morehouse Publishing, 2011) is a resource given to each vestry member. Anyone who wishes to use it in discernment may obtain a copy from the Rector. Previous editions are substantially similar.

The Vocation of the Vestry

The Vestry leads the parish by identifying and making resources available for ministry, discipleship, and evangelism.

As the lay leaders of the parish, the Vestry

- models bold faith;
- spends time together in worship, prayer, Scripture study, and fellowship;
- ensures that the parish's financial, structural, and spiritual resources are used in keeping with the mission of the church;
- chooses individuals to fill positions of parish leadership and representation;
- helps the Rector discern God's vision and vocation for the parish;
- promotes integration with the Diocese through attendance at diocesan events;
- by word and by example, encourages and helps parishioners find their place in living out the parish's vocation;
- facilitates communications among parishioners, clergy, and staff;
- acts as the official interface between the parish and the world in support of God's call;
- works within the laws of the church and the state;
- maintains confidentiality of sensitive issues brought to the vestry.

Vestry members are elected by the eligible voters of the parish and should try to represent the interests of all parish members. Leadership includes learning, educating, informing and persuading others. They should help the clergy hear members who may not be willing or able to speak for themselves and help the parish understand the work the clergy are doing and the pressure they may be under.

Qualifications for Vestry Service

Only qualified voters may serve on the Vestry. In questions of doubt, the Rector adjudicates.

- age 18 or older
- baptized
- recorded in the parish register of baptisms or communicants
- has not transferred registration to another parish
- regular attendance at worship
- contributes to the support of the parish for twelve months prior to the election in a manner that is regular; verifiable; and greater than a token amount.

Spiritual Qualities of Vestry Members

To lead, Vestry members must publicly and visibly exemplify Christian faith and life as depicted in the Bible, creeds, and other formularies of the Church.

Qualities commanded by Saint Paul are needed of vestry members:

patience • kindness • not envious • not boastful • not arrogant • not rude not insistent on having one's own way • not irritable • not resentful • does not rejoice at wrongdoing, rejoices at the truth • marked by forbearance, willingness to take others at their word, hope, and endurance (I Corinthians 13:4-7)

The fruits of the Holy Spirit mentioned in Galatians 5:22-23 are also positive indicators for productive Vestry service: love • joy • peace • patience • kindness • goodness • faithfulness • gentleness • self-control

Expectations of Vestry members at Saint Paul's

Time commitments

"The man or woman who agrees to serve on a vestry takes on a job that, to be well done, must claim priority in time and energy" (*Vestry Handbook*). Among the activities that claim time and energy are:

- daily prayer, including daily Scripture study;
- attendance on Sundays and at other times of common prayer;
- the Annual Meeting;
- monthly vestry meeting;
- emergency vestry meetings;
- vestry retreats (two per year);
- vestry committee meetings;
- preparation for, or work resulting from, vestry and committee activity;
- counting the collection on scheduled Sundays;
- leadership training;
- diocesan activities;
- congregational events;
- participation in Mutual Ministry Review.

Leadership in Stewardship

- Advocate for, and personally contribute to, tithing of time, talent, and financial resources.
- Take a leadership role in stewardship campaigns.

Additional commitments

- Have your photograph, a short bio, and accurate contact information posted on the parish web site and listed in publications.
- Wear your Vestry name tag when attending events at Saint Paul's.
- Be accessible and responsive within 24 hours by telephone, text, or e-mail.
- Participate actively at Vestry meetings. The Vestry meeting is a safe place to express ideas, wonder, question, and even argue (respectfully, speaking the truth in love).
- Outside the meeting, the Vestry speaks with one voice.