

Living and Loving like Christ

Mission and Structure 2024

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Lanita Monroe, Pastor Sharon Austell, Associate Pastor The Mission of the Fairfield Glade United Methodist Church is to Live and Love Like Jesus Christ.

Acts of **worship** are the means of grace that we exercise corporately: the ministries of word and sacrament. As such, they identify the need of a corporate context for faithful discipleship. They enable us to build each other up in the body of Christ.

Acts of **devotion** are those private spiritual disciplines of prayer, reading the scriptures, and inward examination that bring us face to face with God most directly, when no one else is present. Our dialogue with God in these times is intensely personal, searching, and enriching.

Acts of **compassion** are those simple, basic things we do out of kindness to our neighbor; and our neighbor is anyone, anywhere, in need. To the extent that we feed the hungry, clothe the naked, and visit the sick and imprisoned, we minister to Christ in our midst.

Acts of **justice** begin with the question, "Why are people in need in the first place?" It is a confrontation and engagement with those systems or persons who cause the injustice.

General Rule of Discipleship

Within the Wesleyan tradition, the life of discipleship and our relationship with Jesus Christ is described in the General Rule of Discipleship:

"To witness to Jesus Christ in the world, and to follow his teachings through acts of compassion, justice, worship, and devotion under the guidance of the Holy Spirit."

The General Rule of Discipleship is not an end in itself, but is a means to an end. It is descriptive of a process for faithful and dynamic discipleship under the Lordship of Jesus Christ through the power of the Holy Spirit.

Fairfield Glade United Methodist Church Structure and Function



Worship – our primary entry point for folks is through worship. Our worship is cohesive, centered around the gospel message and we have wonderful music that gives voice to our faith...we have ushers and greeters who help folks feel welcomed.

IWC – folks get comfortable in worship... Charlotte Burns helps us invite folks into the membership...we welcome them and connect them into the life of the church.

Fellowship – As a church family, we fellowship together...we have potluck dinners, the ice cream social with the larger community, game night, movie matinee...and we grow in relationship with one another.

Explore – As we grow in relationship with one another, we explore our faith – Christian education…we have Sunday school classes, small group studies, short-term studies.

Mutual Care – As we grow in our relationships with one and in our faith, we take care of one another through Mutual Care... transportation, friendly visitors, home communion, home maintenance, prayer shawls, email prayer chain, to name a few.

Servant Ministries – As we care for one another, we also care for others through our Servant Ministries... we support Habitat for Humanity (did you know Larry and June Frazier from this congregation started Habitat of Cumberland County?); Teddy Bear ministry, Operation Christmas Child (Shoebox Ministry), Avalon Center, Bread of Life...we host Christmas parties for the children of Crab Orchard and Pine View elementary schools; the Peavine and Crab Orchard feeding ministries...and so many others...we support with our finances and our time.

And as we go out into the world, others are drawn in.

Council of Stewards

In the Bible, a steward is one who manages and cares for a household. As persons called out by the Fairfield Glade United Methodist Church, it is the task of the Council of Stewards to care for God's household, the Fairfield Glade United Methodist Church. As such, Stewards are not officers. Theirs is a servant ministry. According to the 2016 Book of Discipline, these servant leaders are persons of genuine Christian character who love the church. Though they must attend to the institutional issues affecting the congregation and denomination, the Steward's primary concern is the ministry of Jesus Christ in this setting. The primary task of the Council of Stewards is "to equip the saints for the work of ministry," which is "to make disciples of Jesus Christ."

Composition of the Council

The Council of Stewards will be composed of those persons who are chairpersons of the Foundational Enabling Ministry Committees, Team Leaders of the Ministry Teams, those officers required by the 2016 Book of Discipline, and At-Large Members who will be nominated by the Committee on Nominations and Leadership Development annually.

The Foundational Enabling Ministry Committees are mandated by the 2016 Book of Discipline. The chairperson of each of these committees is a member of the Council of Stewards.

- 1. Board of Trustees—Roger Wolter
- 2. Committee on Finance—Joan Raker
- 3. Staff-Parish Relations Committee—Ray Logsdon
- 4. Committee on Nominations and Leadership Development— (the Senior Pastor is the chairperson)

The Ministry Teams whose Team Leaders will be members of the Council of Stewards are:

- 5. Worship—Barbara Nelson
- 6. Explore Ministries—Chuck Scott
- 7. Servant Ministries—Cal Smart
- 8. Mutual Care Ministries—Sue Morris

Each Ministry Team will have a Leader and may have one or more Co-leaders who will be nominated by the Committee on Lay Leadership and elected by the Charge Conference. It is recommended that each Team Leader, as well as the chairs of the Foundational Enabling Ministries Committees, will be elected for a term of one year, and not to exceed three years.

The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ, until all of us come to the unity of the faith and of the knowledge of the Son of God, to maturity, to the measure of the full stature of Christ.

(Ephesians 4:11-13)

Composition of the Council (continued)

In addition to the previously mentioned chairpersons and Team Leaders, the following officers are specified by the 2016 Book of Discipline and are members of the Council of Stewards:

- 10. Council Chairperson—Jim Grove
- 11. Council Vice-Chairperson—Don Kenne
- 12. Church Treasurer*—Mary Dorsey (ex-officio)
- 13. Council of Stewards Secretary—Ruth Kmiec
- 14. Annual Conference Lay Members—Anne Grove, Betty Jackson; Alternates—Don Kenne, Chuck Scott
- 15. Membership Secretary—Charlene Smith
- 16. UWF President*—Trudy Hetrick
- 17. Historian—Marilyn Cecil
- 18. Lay Leader—Beth Kreis
- 19. Associate Pastor*—Sharon Austell
- 20. Senior Pastor*—Lanita Monroe

The above will be nominated by the Committee on Nominations and Leadership Development annually for one year and normally serve in the position for three years. The exceptions to this are indicated by an asterisk(*). These persons are either staff, or are elected by their respective groups. The outgoing chairperson of the Council of Stewards will be an ex-officio member for a period of one year.

Chairpersons of other local church committees will also be included in the Council of Stewards as "At-Large Members." Chairpersons of the following committees will automatically be At-Large Members of the Council of Stewards:

Permanent Endowment Committee—Joan Raker

Scholarship Committee—Penny Dagley

Columbarium—Jim Etzel

Memorial Garden—Eldon Clouse, William Mallard

There will be other At-Large Members of the Council of Stewards, who will be nominated by the Committee on Lay Leadership, and elected by the Charge Conference.

2024	2025	2026
John Kreis	Bill Goldsmith	Bob Holyfield
Donna Slinkard	Margaret Beamer	Walt Bohner
Betty Jackson		

Board of Trustees

The Trustees are responsible for our ministry of space; offering a facility where persons can learn, worship, and grow as mature disciples of Jesus Christ. The ministry and work of the Trustees includes:

- Custodian of deeds, legal papers, and documents kept in safe deposit boxes at local banks in Fairfield Glade or Crossville, TN. Survey and inventory the contents annually.
- Develop a program of maintenance each year. Maintain a replacement schedule for major items like office equipment, computers, and heating/cooling equipment, as well as major building upgrades like roofing and carpeting.
- Secure adequate property and liability insurance.
- Submit annual budget proposals covering the following items: electricity, furniture and equipment, garbage pick-up, housekeeping supplies, insurance, landscaping, lawn mowing, maintenance of the interior and exterior of buildings and grounds, property taxes, safety deposit box rental, and water.
- Make yearly presentation to the Charge Conference.
- Oversee contractors and volunteer workers doing repairs, improvements, and/or expansion of buildings. Some responsibility may be delegated to the Facility Manager.
- Share direction of the Facility Manager with the Pastor, as provided in the job descriptions.
- Work with the Facility Manager to make sure that the building and church property grounds are kept safe, clean, and ready for use.
- Provide facilities that are accessible to all persons regardless of physical abilities, and complete the periodic accessibility audit, as required by the Tennessee Annual Conference.
- Provide oversight for maintenance and use of church equipment.
- Maintain and distribute keys for the purpose of assisting the Facility Manager in locking the church daily and opening/closing the church on Sunday.
- Approve the acquisition of furnishings and equipment and of improvements to church buildings and land whether or not included in any budget of the church, unless to do so would violate the rights granted to another group by the 2016 Book of Discipline.
- Perform an inventory of the church's personal property at least every three years.
- ◆ The Chair of the Trustees is a member of the Council of Stewards. The Board of Trustees will have at least one member on the Finance, Permanent Endowment, Memorial Garden, Columbarium, Audio/Visual, and Landscaping committees. The following committees would relate to the Council of Stewards through the Trustees: Landscaping, Memorial Garden, Columbarium, and Audio/Visual.
- ◆ The Board of Trustees is composed of nine persons divided into three classes. Each class is expected to serve a term of three years. The chairperson and vice-chairperson are elected at the January meeting of the committee.

Foundational Enabling Committees

Traditionally understood as administrative committees, these committees serve to guarantee the adequacy of facilities, personnel, finances, and lay leadership. Their ministry is much more than administrative in nature. It is foundational to all other aspects of our congregation's ministry.

Foundational Enabling Ministries are:

Board of Trustees
Committee on Finance
Staff-Parish Relations
Committee
Lay Leadership Committee
(Nominations)

BOARD OF TRUSTEES

Class of 2024

Roger Wolter (Chair)
Wilson Jackson
Jim Grove
Jan Thurn
Bobby Vencill

Class of 2025

Gary Molnar Sonny Hedgren Kathie Hillner

Class of 2026

Mark Mountford Lance Hileman Sue Stucky

(Staff: Lanita Monroe, Mary Dorsey)

FINANCE

Joan Raker, Chair Beth Kreis, Lay Leader Jim Grove, Council Chair Roger Wolter, Trustees Chair Adam Zaleski, SPRC Rep. Mary Dorsey, Treasurer

Class of 2024

Penny Dagley Phyllis Molnar

Class of 2025

Bill Goldsmith Ann Logsdon Joan Raker

Class of 2026

Darrel Rainey Sheila Holyfield John Hamm

Conference Lay Member

Anne Grove

(Staff: Lanita Monroe)

Committee on Finance

The Committee on Finance is a foundational committee that ensures adequate funding for the ministry of the Fairfield Glade United Methodist Church. The Memorial Fund Committee will relate to the Council of Stewards through Finance. The ministry and work of the Committee on Finance includes:

- To solicit and receive all financial requests to be included in the annual budget of the local church.
- The committee shall compile annually a complete budget for the local church, and submit it to the Council of Stewards for review and adoption.
- The committee is charged with the responsibility for developing and implementing plans that will raise sufficient income to meet the budget adopted by the Council of Stewards.
- The committee shall administer the funds according to instructions from the Council of Stewards.
- The committee must provide persons to count weekly offerings and assist the Treasurer in compiling the deposit.
- The committee shall insure that all funds received are deposited promptly within the procedures established by the committee.
- The committee shall receive and approve monthly treasurer's report of funds received and expended.
- The committee shall make provision for an annual audit of the records of the financial officers of the local church and all its organizations, and shall report to the Charge Conference.
- Once the budget has been approved, the committee shall ensure that additional appropriations or changes in the budget be approved by the Council of Stewards.
- The committee shall report at least annually to the Council of Stewards all designated funds that are separate from the current expense budget.
- The chairperson or his/her designee shall submit a monthly report to the Council of Stewards meetings.
- The committee shall determine what financial information is communicated to the congregation and when it will be shared.

Staff-Parish Relations Committee

The Staff-Parish Relations Committee (SPRC) is responsible for providing adequate staffing which enable persons to learn, worship, and grow as mature disciples of Jesus Christ. The following duties and responsibilities of the SPRC are found in the 2016 Book of Discipline:

- To confer with and counsel the pastors and staff on the matters pertaining to the effectiveness of ministry; relationships with the congregation; conditions that may impede the effectiveness of ministry; and to interpret the nature and function of the ministry.
- To confer with, consult, and counsel the pastors and staff on matters pertaining to priorities in the use of gifts, skills, and time; and priorities for the demands and effectiveness of the mission and ministry of the church.
- To provide evaluation at least annually for the use of the pastors and staff in an ongoing effective ministry, and for identifying continuing education needs and plans.
- To communicate and interpret to the congregation the nature and function of ministry in The United Methodist Church regarding open itinerancy, the preparation for ordained ministry, and the Ministerial Education Fund.
- To develop and approve written job descriptions and titles for associate pastors and other staff members in cooperation with the senior pastor.
- To consult with the pastors and staff concerning continuing education and spiritual renewal, to arrange with the Council of Stewards for the necessary time and financial assistance for the attendance of the pastors and/or staff at such continuing education and spiritual renewal events as may serve their professional and spiritual growth, and to encourage staff members to seek professional certification in their fields of specialization.
- To enlist, interview, evaluate, review, and recommend annually to the Charge Conference lay preachers and persons for candidacy for ordained ministry.
- To interpret preparation for ordained ministry.
- ◆ To confer with the pastors and/or other appointed members of the staff if it should become evident the best interests of the church and pastors will be served by a change of pastors. The committee shall cooperate with the pastors, the District Superintendent, and the Bishop in securing clergy leadership. The relationship to the District Superintendent and Bishop shall be advisory only.

STAFF-PARISH RELATIONS COMMITTEE

Class of 2024

Frank Chewning Sharon Hedgren Adam Zaleski

Class of 2025

Julian Kmiec Shirley Spall Anne Grove

Class of 2026

Ray Logsdon (Chair) Jim McKissick Pedro Pons

Conference Member

Betty Jackson

Lay Leader Beth Kreis

(Staff: Lanita Monroe, Sharon Austell)

Staff-Parish Relations Committee

(continued)

- To recommend to the Council of Stewards the professional and other staff positions needed to carry out the work of the church.
- ◆ To recommend to the Charge Conference the compensation for all appointed clergy and submit to the Committee on Finance salary requests for all staff for inclusion in the annual budget.
- To recommend to the Charge Conference, when the size of the employed staff of the church makes it desirable to establish a personnel committee.

The chairperson of the SPRC is a member of the Finance Committee and the Council of Stewards. He/she, or a designee, is to report at each Council meeting. The SPRC is composed of nine persons including the chairperson. The committee is divided into three classes each serving a three-year term. The lay delegate(s) and lay leader are additional members of the committee.

Committee on Nominations and Lay Leadership Development

Lanita Monroe, Chair Beth Kreis, Lay Leader

Class of 2024

Walt Bohner Billie Mitchell William Mallard

Class of 2025

Penny Dagley Ann Anderson Jo Beth Smith Linda Rowe

Class of 2026

Tom Bowman Anne Heffentreyer Gayle Likens

(Staff: Lanita Monroe)

Committee on Lay Leadership and Development

It is the primary responsibility of this committee to identify, develop, deploy, evaluate, and monitor Christian spiritual leadership for the local congregation. Other responsibilities include:

- Work with the Council of Stewards to determine the diverse ministry tasks of the congregation and the skills needed for leadership.
- Serve throughout the year to guide the Council of Stewards on matters regarding leadership of the congregation so as to focus on mission and ministry as the context for service.
- Guide development and training of spiritual leaders.
- Recruit, nurture, and support spiritual leaders.
- Assist the Council of Stewards in assessing the changing leadership needs.
- Recommend to the Charge Conference at its annual session, the names of people to serve as officers and leaders.
- Demonstrate care that the leadership of ministries reflects inclusivity and diversity.

The Committee on Lay Leadership and Development is composed of nine persons divided into three classes by three-year terms. The Senior Pastor serves as chairperson.

Worship

For established and new participants, worship is the principal entry-point of our congregation. The primary task of this Ministry Team is to assist the pastoral staff in implementing the congregation's worship life. Worship experiences must be planned and employed in a thoughtful manner.

- Acts of Worship: Holy Communion is celebrated weekly during the Sacred Encounters worship service, and regularly on the first Sunday of every month during the traditional services. Additional services of Holy Communion may be scheduled throughout the year to include such times as Christmas Eve and Maundy Thursday. Individuals are essential in preparing and aiding as servers at Communion worship services.
- Environment of Worship: Worship is clearly experienced through the senses, including the senses of sight and smell. Persons are vital in implementing a thoughtful environment to enliven and enrich the experience of worship for our congregation.
- Facilitation of Worship: The mechanics of a worship service include the faithful assistance of many willing hands.
 Individuals to serve as acolytes and ushers must be recruited and trained. Supplies must be maintained for each service.
 Others are needed for special services beyond Sunday morning, especially for wedding or funeral coordination.

WORSHIP

Chair Barbara Nelson

(Staff: Lanita Monroe)

Praise the Lord! Praise God in his sanctuary; praise him in his mighty firmament! Praise him for his mighty deeds; praise him according to his surpassing greatness! (Psalm 150:1-2)

Explore Ministry

The Explore Ministry Team is responsible for affording persons the opportunity to explore our Christian faith Biblically, theologically, and historically. The primary task of this Ministry Team is the organization, development, and implementation of ongoing opportunities for persons to grow in their understanding of the Christian faith and life. All persons are encouraged to participate in some type of small group formation experience. The Explore Ministry Team will continue to provide existing opportunities and expand this vital ministry within the church.

A core theological affirmation of our denomination is that all persons are called into ministry and that God has given each person special skills, abilities, or gifts for ministry. A study will be offered semi-annually providing the opportunity for individuals to discover their gifts for ministry, their area of passion, and their personal style.

EXPLORE MINISTRY

Chair Chuck Scott

(Staff: Sharon Austell)

Now there are varieties of gifts, but the same Spirit; and there are varieties of services, but the same Lord; and there are varieties of activities, but it is the same God who activates all of them in everyone.

(1 Corinthians 12:4-6)

SERVANT MINISTRY

ChairCal Smart

(Staff: Sharon Austell)

I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me. (Matthew 25:35-36)

Servant Ministry

Discipleship must include a balance of devotion and works. The Servant Ministry Team will coordinate the corporate missional giving of the congregation and inform the congregation of the many ministries supported. It will also develop opportunities for persons in the congregation to serve Jesus by serving others through practical love of neighbor. Hence, their function is two-fold: corporate and individual.

- Develop a continuous, year-round program of mission education so that the congregation will be better informed, more knowledgeable, and more motivated to be supportive of the mission outreach of the church.
- Identify the needs of our community, country, and world and engage our congregation in mission opportunities and service projects that seek to address these needs.
- Be aware of the different opportunities for service through our church and enlist church members to serve persons in mission.
- Expand our congregation's mission and benevolence budget and ensure that our congregation is provided every opportunity to participate financially in God's mission through the church.
- Compile and oversee corporate missional giving through the Missions budget, Crafters for Missions, and other groups within the church.
- Develop and maintain contact with various local service agencies including communicating with the congregation the many volunteer opportunities available.
- Provide a mechanism for persons to volunteer in the local community.
- Maintain contact and current information on the ministry activities of missionaries with whom we have a covenantal relationship.
- Inform the congregation of social justice issues locally, nationally, and globally.
- Respond to requests for assistance.
- Strengthen partnerships with Miriam's Promise, Bread of Life, Good Samaritan Society, Habitat for Humanity, Hospice of Cumberland County, the Christian Counseling Center of Cumberland County, and other organizations providing ministries of compassion and kindness.
- Conduct a mission trip at least annually, and encourage congregational participation.

Mutual Care Ministry

We bear an obligation to one another in the Body of Christ to fulfill the Biblical expectation that the Church "bear one another's burdens." A congregation of our size must develop a caring ministry to supplement the pastoral care provided by appointed clergy. The Mutual Care Ministry Team will assist the congregation in offering care, support, and growth opportunities for persons.

We seek to offer expressions of our care and concern through:

• Barnabas Ministry: Ministers extend the arm of the church into the homes of those persons suffering short or long-term illnesses that impede their ability to attend worship services. In this way, members of our faith community stay connected to the congregation-at-large and participate in activities such as praying for the needs of individuals and the community. Once a month, Barnabas Ministers carry Holy Communion to persons' homes.

(Contact: Sarah Testerman 931-200-3571 or Roger Wolter 608-575-2700)

♦ Compassionate Friends: When a child dies, at any age, the family suffers intense pain. Members often feel hopeless and isolated. Compassionate Friends assists in the grieving process by providing comfort, hope and support to the families who experience the death of a son or daughter, grandchild, a brother or sister. Additional information is available in a brochure located in the Lobby next to the Library.

(Contact: Sharon Saferite 931-287-0042)

• Friendly Visitors Ministry: Persons who spend a majority of their time in the care of another are given the opportunity by volunteers in this ministry to have that much deserved break. Volunteers allow caregivers to get respite from their everyday responsibilities in order to rejuvenate or run special errands. Most importantly, caregivers can have a little private time.

(Contact: Sue Hamm 317-319-6241)

• GraceNotes Ministry: Writers send a note of encouragement and blessing as well as a scripture to members who are dealing with long-term illness or are undergoing recovery. Persons who have lost loved ones or are homebound appreciate the church family's recognition and care.

(Contact: Linda Anderson 931-484-3338)

• GriefShare Ministry: GriefShare is a Christian self- help group for persons who have experienced varied losses. Participants receive input from credentialed experts via videos. Grief Share is designed to help one understand what to expect after losing a spouse or loved one. They learn the pitfalls of grief so they are not blindsided by grief's chaos. The group offers a safe place for persons to share with one another the way life has changed through loss. Spiritual aspects of life and death are also discussed. Further information is available in a brochure located on the information table by the church office.

(Contact: Sharon Mellard 931-510-2602)

MUTUAL CARE MINISTRY

Chair Sue Morris

(Staff: Sharon Austell)

I give you a new commandment, that you love one another. Just as I have loved you, you also should love one another.
(John 13:34)

Mutual Care Ministry (continued)

♦ Home Maintenance Ministry: Capable volunteers offer assistance to those of our church community who are physically unable to complete minor household repairs. Persons can get help from home maintenance to handle such problems as dripping faucets, leaking toilets or in changing or installing new locks. Tom will direct larger tasks such as constructing wheelchair ramps to the men's group.

(Contact: Tom Bowman 931-456-8040)

♦ Homebound Brigade Ministry: Extends the Lord's reach into the homes of persons confined to their residence. Monthly visits are designed to allow persons to stay connected to their church family, as well as their church, in experiencing the tangible evidence of God's love and care. Galatians 6:2 calls us to "Bear one another's burdens, and in this way, you will fulfill the law of Christ."

(Contact: Connie Hall 931-303-1449)

• Prayer Ministry—E-mail Prayer Chain: Currently, participants receive a list of prayer concerns over the internet each Sunday and throughout the week. This method of communication enables the participants to engage in prayer for those who have been identified via prayer requests. In submitting prayer requests, one should first obtain the individual's permission.

(Contact: TBA)

◆ Prayer Shawl Ministry: The Susanna Wesley Circle and United Women in Faith introduced the prayer shawl ministry in 2008. Currently, participating members pray during the process of completing each shawl. Shawls are available for those who are ill, grieving, or experiencing hard times. The hope and prayer is that recipients will feel the warmth of God's love and comfort once wrapped in their prayer shawl.

(Contact: Mary Marsich 931-210-0534)

◆ Stephen Ministry: Stephen Ministers receive fifty hours of training and participate in monthly continuing education. Care by a Stephen Minister does not replace pastoral care, but is designed to be both supplementary and complementary. Because this caring relationship is highly confidential, persons assigned a Stephen Minister are free to share their deepest hurts, fears and questions of faith without concern of being judged or criticized. Having the freedom to express pain that disrupts us often brings one the hope that leads to healing. Stephen Ministers, however, will be the first to tell you that they are simply the caregivers, as Christ is the cure giver.

(Contact: Jan Ruby 217-341-7982 or Connie Hall 931-303-1449)

◆ Transportation Ministry: Members of the church extend care in providing persons who are unable to drive needed transportation through this ministry. Help is given to individuals so they might get to church, the doctor's office or hospital, go for medical testing, or get to the pharmacy or the bank.

(Contact: John Hamm 317-439-8706)

Notes:

Latest Revision Date: 01/18/2024