

## 14: Stewardship Committee

**Draft:** New

### 14.1: Stewardship Campaign

#### 1. Responsibility Centre: Stewardship Committee

#### 2. Rationale or Purpose

*The rationale or purpose statement expresses “why” the policy is being written. The rationale or purpose may also contain or cross-reference “background” materials or more explanatory details regarding various factors that led to the development of the policy.*

Stewardship campaigns promote an appreciation of stewardship as a Christian responsibility, provide leadership in the organization, and obtain financial and personal commitments essential to the total life and work of the church.

#### 3. Policy Statement

*The policy statement should be a concise statement of “what” the policy is intended to accomplish. The policy should only be a one or two sentence description of general organization intent with respect to the specific topic of the policy. The policy statement should be general enough to provide some flexibility and accommodation to periodic changes in technology.*

The Stewardship Committee, in consultation with other Standing Committees, plans, organizes and conducts an annual financial and personnel Stewardship Campaign, and other campaigns as may be appropriate.

#### 4. Scope

*The scope of the policy can set important parameters such as to whom will the policy apply (e.g., staff, Committee members, all BCUC members) and to what (e.g., paper and electronic records, information and computer assets, etc.)*

Stewardship campaigns include all members and adherents of BCUC, and address financial (both operational and capital), time and talent needs of the congregation.

#### 5. Procedures

*The procedures will detail “how” the policy statement will be attained. Procedures may also describe “enforcement” provisions or methods for appeal. Procedures are sometimes provided in a separate document or left for local determination to provide greater flexibility for updates as well as local control.*

Input for the campaign is to be generated from committees, staff and members of the congregation.

In consultation with Volunteer Resources and Financial Management a proposal is presented

to Council for approval, ideally in the spring, to enable the Stewardship Committee to prepare the materials over the summer, and to implement the campaign in the fall.

## **6. Roles/Responsibilities**

*The procedures may contain details about who is responsible for what. The policy should also identify who is responsible for maintaining and promoting the policy, and who will provide interpretations in the event of the need for clarification or when there is a dispute.*

The Stewardship Committee researches needs and initiates a campaign proposal.  
Council approves or amends the initiative.

The Stewardship Committee implements the approved campaign.

## **7. Definitions**

*Policies should be precise and easy to understand. Some times terms will need to be defined to clarify meaning. However, the policy should attempt to convey messages in simple yet precise terms; excessive definitions may make a policy document unreadable or subject it to greater scrutiny.*

Stewardship Campaign: an annual every-member solicitation for resources, both financial and human.

Stewardship Program: This includes the annual campaign and educational activities outlined in the terms of reference of the Stewardship Committee

## **8. References**

*It is possible that there are other policies or organizational documents that complement, supplement, or help explain the provisions contained within the current policy. References to other policies or organizational documents (e.g. BCUC Handbook, UCC Manual) can improve the usefulness of the policy.*

BCUC Handbook; Terms of Reference for Stewardship Committee p.19

The Committee's Purpose: To promote an appreciation of stewardship as a Christian responsibility, and to provide leadership in the organization and delivery of campaigns designed to obtain financial and personal commitments to the total life and work of the Church.

BCUC Policy & Guidelines Manual: Financial Management section - Capital Expenditures policy; Operating Budget policy

**9. Approval authority:** Church Council

**10. Approved date:** ???