

Board of Worship

Mary of Bethany Altar Guild Historian

Mission Statement: The Mary of Bethany Altar Guild of Trinity Evangelical Lutheran Church cares for the sanctuary of the church and prepares the altar for each worship service for the members and pastors, all to the glory of God.

Description: The Altar Guild Historian works closely with the President and Secretary. The Historian records all Altar Guild decorating activities with pictures that are kept in an album. She also writes a report for the annual church report.

Qualifications:

- Spiritually mature, female communicant member of Trinity Ev. Lutheran Church
- Good organizational skills
- Good people skills
- Attends church regularly
- Previous experience as an Altar Guild member

Responsibilities:

1. Keep written historical account of the guild's activities.
2. Prepare Altar Guild report for church annual report.
3. Submit completed report at the January meeting.
4. Take pictures of church decorations at Christmas, Easter, and Thanksgiving; and keep album up to date.
5. Fulfill Altar Guild duties as scheduled.

Time Commitment:

- 10 hours per month
- 1-year commitment

Relationships: The Altar Guild Historian works closely with the President and Secretary. She seeks to encourage and support all of the Altar Guild members in their ministry.

Training: The Altar Guild Historian will be trained by the outgoing Historian. The Historian will have the opportunity to participate in further leadership development training as it is available.