

Board of Worship

Mary of Bethany Altar Guild Ways and Means Chairman

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 Ways and Means Chairman coordinates events to raise money for Altar Guild supplies, to provide beautification of the altar area and worship enhancement.

Qualifications:

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

Responsibilities:

1. Reserve the ILS elementary school gym for annual rummage sale.
2. Advertise in local papers with dates and times of sale.
3. Enlist help of janitors to set up tables in gym.
4. Provide sign-up sheets for workers' hours.
5. Advertise in church bulletin for donations and helpers.
6. Schedule pick-up of unsold items.
7. Fulfill Altar Guild duties as scheduled.

Time Commitment:

- 10 hours per month; additional time will be required for the rummage sale, which runs for one week annually, Monday through Saturday
- 1-year commitment

Relationships: The Altar Guild Ways and Means Chairman works closely with the President, Vice President, Treasurer, and Secretary. She seeks to encourage and support all of the Altar Guild members in their ministry.

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