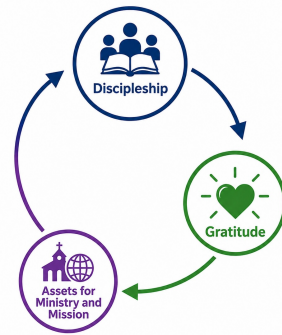


Sample Terms of Reference for a Parish Stewardship Committee

1. Purpose

The Stewardship Committee of _____ Parish is established to nurture and promote a culture of holistic stewardship among parishioners. This includes time, talent, and treasure as integral aspects of discipleship. The committee will lead initiatives to support the financial health of the parish, deepen spiritual practices of generous giving, and ensure that stewardship education is a year-round priority.



Holistic Stewardship Cycle

Discipleship → Gratitude → Assets for Ministry and Mission → Discipleship → etc.

2. Responsibilities

The committee's primary responsibilities are:

1. Holistic Stewardship Education

- Provide year-round stewardship education that integrates theological, practical, and spiritual aspects of stewardship.
- Highlight the interconnectedness of giving with discipleship and mission.
- Use resources such as The Episcopal Network for Stewardship (TENS) to inform and enhance educational initiatives.

2. Annual Financial Stewardship Appeal

- Develop and implement an annual financial stewardship appeal each autumn.
- Design and communicate a compelling narrative about mission, ministry, and financial needs.
- Encourage participation from all parishioners, fostering a spirit of generosity.

3. Planned Giving and Legacy Programs

- Promote planned giving opportunities to ensure long-term financial sustainability.
- Collaborate with the rector in stewardship education and planned giving, to develop and implement strategies.

4. Ongoing Engagement and Feedback

- Engage regularly with the congregation to assess their understanding of stewardship.
- Collect feedback to refine and improve stewardship initiatives.

3. Membership

The committee will consist of 5–7 members, including the following:

- The rector (*ex officio*)
- A designated chairperson
- A note-taker
- At least three lay members representing diverse perspectives and expertise
- Additional members as needed, with skills in communication, finance, or fundraising
- Members are appointed by the rector or parish council for renewable two-year terms.

A churchwarden or deputy churchwarden may be associated with the committee and may attend committee meetings from time to time.

4. Meetings

The committee will meet 5 times annually, with the potential for additional meetings as needed. Meetings will include:

- Review of goals and progress
- Planning for upcoming initiatives
- Assessment of educational programs and parish engagement

5. Accountability

The Stewardship Committee is accountable to the parish council and works in collaboration with other parish committees. Regular updates will be provided through:

- Written or verbal reports to the parish council, normally monthly
- An annual report to the congregation at the vestry meeting

6. Resources and Support

The committee will utilize:

- Stewardship resources available through TENS and the Diocese of Huron
- Guidance and expertise from the rector
- Financial and logistical support from parish staff and volunteers

7. Success Measures

The committee's success will be evaluated based on:

- Feedback obtained through surveys and other methods regarding stewardship education initiatives
- Increased participation in the annual financial appeal
- Growth in the number and total amount of contributions
- Demonstrable alignment of financial resources with the mission and ministry of the parish

8. Review and Amendment

These terms of reference may be reviewed annually by the Stewardship Committee and parish council. Amendments may be proposed to reflect evolving needs and priorities.