

# The Evangelism Committee

## Mission

To lead this congregation in witnessing to the gospel of Jesus Christ to people who are not active members of a Christian congregation; to support the faith development of members and increase the active membership of this congregation.

## Membership

The committee may consist of up to six members of the congregation, including a chair appointed by the Congregation Council. The pastor will be an advisor to the committee.

## Responsibilities

- Conduct regular audits of the congregation's climate and assess facilities of the congregation to nurture and cultivate the spirit of hospitality toward guests.
- Review and amend church procedures for greeters and ushers to ensure a spirit of hospitality for all guests.
- Provide a system for identifying, welcoming, and obtaining the names and addresses of non-members who attend worship services of the congregation; provide for follow-up contacts to thank them for participation, obtain feedback on their experience at worship, and ascertain ways the congregation might serve them further. Develop a post card questionnaire.
- Provide a system for identifying and making regular contact with non-members who regularly participate in the life of the congregation (such as parents who enroll children in Sunday school, or people who participate in support groups, and so forth). Develop follow-up letter.
- Provide a system for making scheduled follow-up contacts with people who are identified as potential members of the congregation. Develop follow-up letter for visitors.
- In cooperation with the staff and other committees of the congregation, provide a system to invite members to participate in programs of the congregation in which they are interested. Review the annual "Time and Talent survey" for interest in the committee's activities.
- Use the church record system and regularly review and report annually on the proportion of guests who become members of the congregation; develop action plans to increase the proportion.
- Regularly provide opportunities for guests and new members to be introduced to the Christian faith. This could include Bible classes.
- Develop a "Buddy System" or sponsors for new members.
- Plan and conduct promotional campaigns for special events or programs designed for, or open to non-members of the congregation.
- Identify populations in the congregation's community (or service area) that should be targeted for outreach efforts, and develop specific strategies to communicate with and invite these people to participate in our congregation's ministry.
- Develop ways for the work of the congregation to be regularly advertised and promoted in the community.
- Educate, encourage, and provide tools to help members invite friends, relatives, and acquaintances to worship with them.

## Time Commitment

The term of service is two years. The committee will meet monthly, as well as for special meetings at times mutually agreeable to the committee members. Those serving on this committee are also asked to serve as liaisons to other church committees as needed.

**Skill Development Expectations**

- Review annual ELCA evangelism packet.
- Attend annual conference training event.
- Attend annual congregational leadership planning retreat.

**Accountability and Reporting**

- The committee chair will meet regularly with the pastor of the congregation to coordinate plans for the committee's work and to discuss ways to increase its productivity and effectiveness.
- The committee chair will provide a monthly report of its accomplishments and recommendations to the Church Council.
- Provide an annual written report of its work to be included in the reports given at the annual meeting of the congregation. This report will include recommendations for greater effectiveness.
- Prepare an annual budget request as part of the congregation's budget development process.