

The Stewardship secretary has an important role in teaching the value of making a commitment of our resources to God.

Often thought of as involving only the raising of money, the true ministry of stewardship is helping believers become disciples of Christ in the use of all the resources God has provided. This includes the care of our body, material possessions, abilities and time.

Jesus spent much time discussing the material aspects of life. He knew His hearers couldn't understand the great principles of His Kingdom unless they had an understanding of their "steward" relationship with God. He told the gathering in His Sermon on the Mount that "where your treasure is, there will your heart be also." (Matt. 6:21)

Stewardship in action

The following ideas may help with planning for stewardship:

- Stewardship emphasis week or month where sermons and activities are based on the stewardship theme
- A midweek meeting series on stewardship at least once every two or three years
- An education kit for new members that explains stewardship and how it becomes part of the life of a Christian
- Assist with fund raising projects to build church infrastructure
- Plan for a "visitation" day once a year. Coordinate a roster where church members can visit and assist those with needs at home. It may be members of the congregation, missing members or the larger community that would welcome a visit.
- Remembering to provide feedback and thanks for the resources that the church has committed to Christ



THE MINISTRY OF THE Stewardship Secretary

Have you been asked to serve your local church as stewardship secretary? Or perhaps you serve on a church nominating committee and wonder what the stewardship secretary is expected to do. This guide has been designed to help you understand this role within your local church.

The Role of the Stewardship Secretary

The stewardship secretary is valued for helping church members understand the true principals of stewardship.

The stewardship secretary is considered a spiritual leader, one who is recognized as practicing the principles of stewardship.

- the focus group is church membership
- have an understanding of spiritual and financial plans of the church
- be familiar with the church budget needs and activities that require the gift of time and energy
- find opportunities to educate on the importance of stewardship and how it involves every aspect of our lives (church bulletin, a sermon, stewardship focus in Sabbath School)
- plan and coordinate events or programs to highlight the value of giving and how it is related to spiritual growth
- visiting members at home or being involved in church life to demonstrate the gift of time, skill and other resources

Becoming the Stewardship Secretary

A stewardship secretary is elected by the church nominating committee on a yearly basis.

Responsible to

The pastor and the Church Board. A member of the Church Board and involved with finance committees when possible.

Time Commitment

- Like most roles in church, the work of the stewardship secretary depends on the initiative of the individual.
- 4-6 hours a month to plan a consistent and effective program.



Term of Office

Two years, it can be helpful if remain in this role longer to ensure that long term goals are reached.

Skills and Spiritual Gifts

God has gifted each of us in different ways. The following gifts are valuable when considering the choice of members for the role of stewardship secretary.

- **Exhortation:** The special ability to encourage and comfort others. It is particularly needed when working with new members in inspiring them to a full commitment to God. Responding to special needs or problems raised by established church members.
- **Teaching:** A special ability to help others learn and grow through relevant communication and information. Highlighting Biblical principals and showing how to apply them for life changes.
- **Knowledge:** Having a desire to understand stewardship from a Biblical perspective, and learning how to apply these principals in everyday life. This gift often results in the Church Board, finance committees and other groups seeking clarity and information from the stewardship secretary.

Not every stewardship secretary has these gifts but through commitment and a willingness to grow can be a great blessing to the church.



Stewardship Secretary