

Christian Education Committee Responsibilities

Mission Statement:

The Christian Education Committee oversees programs of Christian Education in a nurturing environment for the adults, youth, and children of Providence Forge Presbyterian Church.

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Responsibilities:

1. To plan strategically for Christian educational needs and promote educational programming;
2. To recommend an annual budget for the Committee and to purchase curriculum and supplies, as approved in the budget;
3. To oversee the Sunday School program, including: research and recommendation for curriculum; recruit and support Sunday School teachers; deliver weekly offerings to Church Treasurer for deposit; and decorate hallway and classrooms not used by Nursery School, as needed;
4. To oversee the Children's Church program, including: research and recommendation for lesson and recruit and support of Children's Church Adult Leader. This program comes and goes as it is needed and utilized by the congregation. Currently it is not being used;
5. To oversee the Vacation Bible School program, including: recruit and support director, teachers and helpers; select VBS curriculum; recommend to the Session the dates for VBS; purchase necessary materials for VBS (within the parameters of the approved budget);
6. To oversee the Ministry to the Youth and their families, including: recruit and support program leaders; help youth leaders obtain necessary materials and funds for programs; recognize graduating high school seniors in worship;
7. To coordinate and support annual activities involving children and youth, such as the Christmas pageant, Valentine bags, Lenten study, Youth Sunday, etc.;

8. To work with the pastor to organize Confirmation/Commissioning Class, as needed, including recommending curriculum and identifying all eligible youth;
9. To assist the pastor in training new elders, as needed;
10. To act as liaison between Sunshine Nursery School and the Session;
11. To promote children, youth and adult educational programs of the Presbytery, Synod and General Assembly;
12. To gather and display books, videos and other educational resources;
13. To communicate with the congregation and the Session components of the Christian Education program;
14. To oversee (by the Chair) the adherence to the applicable requirements of the Children and Youth Protection Policy;
15. To review annually the provisions of the Children and Youth Protection Policy and suggest changes to the Policy and Personnel Committee Chair;
16. Committee Chair (appointed by the Session) will contact all volunteers (as provided by the Stewardship Committee from the annual Stewardship Campaign) and welcome them to serve on the committee. If the committee is not available to new members, that information should be provided to the Chair of the Stewardship Committee so that such committee is not listed as an option on the Annual Stewardship Pledge Card;
17. Committee Chair (or designee) will maintain a the roster of active members on the committee and will provide roster to the Web Team for inclusion on the pfpc.org web site by February of each year. Chair will work with the Policy and Personnel Committee to develop a synopsis of the committee's duties to include on the PFPC web site;
18. To assist the pastor in planning for Adult Bible Studies, as needed.