

The Episcopal Church Women of Delaware are looking for someone to become our United Thank Offering Coordinator. This is a volunteer position, but is an important part of our ministry. Locally and nationally there are people and print resources to assist the Coordinator. This is a description of the responsibilities of the position:

ECW-Delaware Board

1. Attend and participate, with voice and vote, in the meetings of the Diocesan ECW Board. The Board meets two times a year, in the winter/spring and again in the late summer; we usually meet in Dover.
2. Attend and participate in the Annual Meeting of the ECW - Delaware, usually held in Dover in October. It is a half-day meeting including luncheon, speakers, a modified eucharist, and the annual business meeting.
3. *Attend and participate in the Triennial Meeting, which is held every 3 years concurrently with the General Convention of the Episcopal Church. This summer the Triennial Meeting/General Convention is being held in Baltimore from July 7 through the 13th. The ECW Board covers all expenses to the TM, including registration, transportation, room, and meals. We share a room at TM, usually two women to a double room. **Because of the COVID pandemic, the GC/TM was postponed to this year. The next GC/TM will be in 2024 in Louisville, KY.*
4. At the Triennial Meeting, the UTO Coordinator will participate in workshops that enhance their role as Coordinator.
5. Rev. Canon Heather Melton is the UTO officer for the Episcopal Church and is always available to help with UTO questions and grant writing. Ph: 917-771-3366 hmelton@episcopalchurch.org

Fund Raising

1. The UTO Coordinator will become familiar with the guidelines for running the Diocesan UTO campaigns, and encouraging participation from all parishes.
2. The UTO coordinator will work closely with the ECW Treasurer (currently Chrissie Lockwood). All money collected should be sent to or recorded by the Treasurer.
3. When possible, the UTO coordinator can visit parishes to encourage their participation in the UTO campaign.

Grant Writing.

1. Each year the UTO accepts grant applications for projects that meet criteria established by the UTO National Committee.
2. The UTO coordinator will publicize the grants and encourage organizations or parishes to apply for a grant.
3. The Coordinator will help the parish or organization write the application, making sure that all details are in order. (The Grants are not difficult to write.)

If you have questions, are interested in this position, or if you know someone who might be interested, contact Beth FitzPatrick, ECW-Delaware President. Cell: 302-547-6109. Email: gr8art@outlook.com