

2019 ST. JAMES' PARISH: VESTRY, JUNIOR WARDEN & CONVENTION DELEGATE NOMINATIONS

The congregation is seeking nominations of parishioners to serve in representing our parish family. The positions are: Vestrypersons (2), Warden (1), and Delegates (5) to Diocesan Convention. An explanation of each is below. Elections will be held at our Annual Parish Meeting, Sunday, January 27th, after the 9 AM Eucharist at St. James'. All 4 parish congregations are being asked to worship at St. James' 9 AM service that Sunday. However, no service will be cancelled in case of visitors.

Vestrymember (2 positions for a 2 year term)

Description and duties: The Vestry of St. James' Parish is our church council of members from our parish that helps to govern. In the Episcopal Church, the vestry is a body of elected lay people (members) with the primary task of: Overseeing the lay ministries of church; Ensuring the parish has a rector/priest-in-charge (approved by the Bishop); Ensuring the church building and grounds are cared for; And, ensuring parish funds are administered appropriately. The following is the criteria for nomination to and service on the Vestry of St. James' Parish.

- The person shall be baptized and at least fourteen years of age.
- Communicants (member) in good standing: "Faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the kingdom of God." (*St. James' by-laws*)
- Able to attend the once-a-month vestry meeting (day and time is set by vestry) and at other "called" meetings.
- Able to attend yearly vestry day-long working retreat (Saturday, February 16th).
- Willing to chair and serve on committees of the church and/or head special projects.
- Develop a healthy, daily prayer life, which includes praying for the members and mission of our parish 'ohana, and specifically your fellow vestry members.
- Because you will be making decisions that have impact on our parish as a whole, it is vital that new vestry members familiarize themselves with all major aspects of our mission and ministry including but not limited to volunteering one day in the Thrift Store, at the Community Meal Ministry, meeting with our Youth Coordinator, and attending once all of our four weekend services with in the first two months of being elected, if not already done before elected.

In addition, becoming familiar with our properties of which we are stewards and our finances and budget.

Junior Warden (1 position for a 1 year term)

Description and duties: Wardens are laypersons (church members) who help lead at more senior level in the care of the physical facilities of the parish or mission, finances, and other temporal duties. The wardens are also leaders of the parish vestry. For all practical purposes, it is easy to think of the rector/priest-in-charge as the spiritual leader of the parish and the wardens and vestry as the administrative leaders of the parish, though the rector also has many administrative duties as well. The wardens and the rector work closely together in oversight of the parish. Wardens have charge of the parish in absence of a rector under the authority of the diocesan bishop. An important task of a warden is listening to the needs, concerns and hopes of the congregation, being present at Coffee Hour is vital to accomplishing this. The Senior Warden, in some churches, is referred to as the rector's warden for she/he serves also to make sure the clergy are being cared for. At St. James', the Senior Warden is appointed by the rector/priest-in-charge. The Junior Warden is elected by the congregation at the Annual Meeting. The Junior Warden has specific oversight of the care and upkeep of the property. He/she is the chairperson of the Building & Grounds Committee.

Persons to be elected as Junior Warden shall meet the same qualifications as those eligible to serve as a vestry member.

Delegates to Convention (5 positions)

Description and duties: A delegate attends and represents his/her parish at the Diocesan Convention which will convene on **Friday and Saturday, October 25 and 26, 2019, in Honolulu.**

Delegates are expected to attend the convention sessions and vote on amendments. Persons to be elected as Delegates shall be communicants (members) in good standing: "Faithful in corporate worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the kingdom of God." (*St. James' Parish By-Laws*)

**The Episcopal Parish Congregations
of St. James', St. Columba's, and the Beach Mass**

NOMINATION FORM

In order to make the election process for the ministry of Vestry, Warden and Delegates to Convention, as thoughtful a process as possible and to ensure that those nominated for election to these vital positions of leadership meet the criteria on the back, members of St. James' Parish congregations are asked to use the form below to make nominations which will be presented at the Annual Parish Meeting on January 27, 2019.

Although nominations will be received from the floor, it is strongly encouraged that names be submitted on this form by end of day **Sunday, December 30, 2018**. Each nominee will be asked to submit a short (maximum 300 word) biography and a statement of why they are willing/wanting to serve in this ministry. Please include a digital picture. Email bio and picture to the Parish Office by end of day, Sunday, January 6, 2019. They will be made public before the Annual Meeting.

Before making a nomination, please ascertain the nominee's consent and that they have read and are in compliance with the criteria for nomination to the Vestry, as Junior Warden, or Delegate to Diocesan Convention. Note: You may nominate yourself. You may also nominate a person for either vestrymember, junior warden, delegate to convention, or all three, provided they meet the requirements for all.

After prayerful consideration and after consulting with the nominee, I request that:

(Name of Nominee)

**be placed in nomination for election to the position(s) circled below
at the Annual Parish Meeting on Sunday, January 27, 2019.**

Name of St. James' & St. Columba's Parish Member Making the Nomination

For *(circle one, two or all three)*

Vestrymember

Junior Warden

Delegate to Convention

*Return this form to the Parish Office on or before end of day, Sunday, December 30, 2018.
Email the Parish Office (Office@StJamesHawaii.org) the bio, with statement of willingness
to serve (150 words max), and a digital picture, by the end of day, Sunday, January 7, 2019.*