

## CHARTER- Witness Ministry Charter

**Purpose:** To provide leadership for Westminster's outreach to others, the community and the world.

Specific duties of Witness committee shall be to:

1. Be responsible for welcoming all visitors and guests to both services.
2. Work to provide an atmosphere of friendliness and concern in the church members.
3. Provide a visitor/prospective member recognition program by sending a personal welcome note to each visitor and delivering a Westminster mug with current church information to new visitors who live within the area.
  - Maintain friendship pads
  - Maintain visitor data base
  - Send follow up notes to frequent visitors
  - Yearly update of the "Westminster Welcomes You" brochure
4. Sponsor and maintain a program of continuous visitation to the shut in members of the church and send them Sunday Bulletins if they are interested.
5. Have the oversight of any congregational effort whose primary objective is evangelism or outreach.
  - a. Recruit church members to deliver Homebound Meals for the month of August in conjunction with the Waynesboro Senior Center
  - b. Organize Westminster participation in Salvation Army Christmas Stocking project
6. Each October provide a meal for the Augusta Free Clinic staff and volunteers.
7. Participate in Waynesboro's Disciples Kitchen: Two teams, each serving 2 lunches per year, one on Tuesdays and one on Thursdays.
8. Keep abreast of the needs of the community and make recommendations for participation in community projects.
9. Encourage the congregation to sponsor and support benevolent projects.
10. Coordinate the congregation's contributions to special offerings throughout the year:
  - April : One Great Hour of Sharing: to benefit worldwide hunger projects
  - December: Joy Gift Offering at Christmas Dinner: To benefit Church workers (mostly retired ministers) who are facing great financial difficulties.
  - Christmas Eve offering to benefit a charity of choice, usually a local group.
  - Monthly 5 cents a meal to benefit local and foreign hunger relief.
11. Coordinate church financial support for designated organizations and missionaries who spread the word of God and provide services to those in need.
12. Hold an annual fundraiser for a service organization not included in budget.
13. Formulate yearly objectives and budget for Witness.