

Adult Education Ministry Playbook

Description of the Ministry:

Purpose:

This ministry is an in-reach ministry charged with expanding participation in our adult education programs by:

- creating an Adult Education committee to oversee and plan a comprehensive approach to adult Christian formation
- creating adult Christian education programs that integrate the truths of our faith with the complex realities of life in the 21st century
- developing a lay leadership training program to train and develop leaders to facilitate small group Christian education ministry
- fostering the creation of small group ministries

Activities/Events:

This ministry is responsible for developing Adult Forum and other adult education opportunities throughout the program year (September-May).

Impact Observations:

This ministry offers St. James's members an opportunity to learn together, have discussions that enrich perspectives, and bond with other members of different ages and stages.

Roles in the Ministry:

Chairperson(s):

The chairperson is an assigned vestry member. Currently (Winter 2011) that person is Barbara Governator.

Staff involvement:

The staff person currently assigned to liaise with Adult Education is The Rev. Ann Dieterle who makes the assignments for the Sunday and Wednesday programs with the support and help of the committee.

Committee members/Opportunities for Involvement:

The Chairperson chooses a committee from the parish with the help of the staff person. That committee works with the staff person and the Chairperson, and together they plan and execute the Sunday Adult Education Program and the Wednesday Evening Spiritual Journey Program. In addition, they oversee small group programs. The committee members attend a monthly meeting, contribute to the creation of the programs, and take turns introducing the speakers.

Time Commitment by Chair(s) and Committee Members:

Generally the time commitment for the committee is one hour a month for meetings and maybe more for communication via phone and email. Additionally, committee members will need to

appear at Forums (Sunday mornings) or at Wednesday night events if they are scheduled to introduce a speaker.

Involvement by Other St. James's Groups:

It is typical that other groups within the church might make a suggestion or ask for time to present an idea or a report (i.e. the Children's Center, Every Member Canvas, Mission Trips, etc.). So, the Adult Education Committee often works with other areas of the church in developing programs.

Resources Required:

Financial:

The church provides the finances for speaker honorariums.

Space:

These programs are held in large and small church rooms. The Chairperson or staff member typically works with leaders of the program to select rooms that will work for the specific program.

Staff:

The church sextons set up the chairs and tables for these programs at the request of the Chairperson or the staff member.

Advertising/Publicity:

Adult Education programs are posted in the large Parish Resource Guide insert published twice a year and then in the Sunday *Chimes* calendar, as well as in the eChimes and on the website.

Manpower:

Committee and staff as needed cover this.

Community Impact/Partners:

This is an in-reach ministry, so the primary impact is within St. James's. However, we have a significant opportunity to bring community organizations and partners, as well as other faith communities, into our Adult Forums or Wednesday night educational events. Having community-related speakers as part of our Adult Education offerings can strengthen community partnerships and educate our parish about ways to get involved in the wider community.

Additionally, if there are speakers who might be interesting to individuals outside the parish, we have the opportunity to think creatively about how to invite in non-parishioners to the Adult Education programs.