

Episcopal Church Women Playbook

Description of the Ministry:

Purpose:

The goal of our ministry is to facilitate a way for the women of the church to build relationships and to have direct impact on the ministry of the church. ECW is heavily involved in the Woman Kind event that occurs every other year, and we raise money via the Holiday Gourmet Food Sale, which allows us to make grants for a variety of programs. Our focus is to help women and children in need in the city of Richmond.

Activities/Events:

We sponsor the annual Holiday Gourmet Food Sale, which is the major ECW fund raiser, and the bi-annual WomanKind event.

Our board usually meets three or four times a year, and one of these meetings is (usually in the spring or summer) is a social event.

Impact Observations:

It is a pleasure to bring the St. James's women of all ages together and to see their commitment to the church and desire to have a positive impact on others. We are very proud to be able to financially support the groups we serve. Knowing that our funding is going straight to our chosen organizations helps us understand the positive impact that our efforts create. We also provide funding to Food Force, which is a St. James's ministry that provides meals to Freedom House on a weekly basis.

Roles in the Ministry:

Chairperson(s):

The ECW President presides over three or four annual meetings. Meetings are typically held at the church. Newnie Rogers is the current President.

Staff involvement:

The associate rector is the current clergy contact

Committee members/Opportunities for Involvement:

We welcome the participation of every woman in the church who has an eager spirit to contribute her gifts and a readiness to work with others. Specific roles include;

Vestry Liaison (currently Elizabeth Ware)

Treasurer (currently Kathy Hoffman)

Co-chairs of WomanKind (currently Julie Locke and Stacey Brinkley)

Holiday Gourmet Food Sale Chair is Mary Brooks Jamison

Time Commitment by Chair(s) and Committee Members:

The ECW President presides over three to four meetings per year. Meetings average 45 minutes to one hour. There is some prep time required for review of notes and agenda development. President should also make time to check in with event chairpersons and attend events. There is a statewide ECW event that could also be attended if the President so desired.

ECW Members are invited and encouraged to attend the three to four meetings each year.

Involvement by Other St. James's Groups:

The Holiday Gourmet Food Sale Committee and the WomanKind Committee are the two major committees that the ECW works with. There are also some "Chapter" groups that are involved with ECW activities.

Resources Required:

Financial:

No church funds are required to support the ECW.

Space:

When our committee meets, we are able to fit one of the smaller rooms at the Michaux House. We typically contact Anita Lisk, Parish Coordinator, to reserve a room.

Staff:

Anita Lisk is our contact for event dates and set up.

Richard Rumble and Valerie Hubbard handle our invitation needs.

Valerie Hubbard provides support for publicizing WomanKind and the Holiday Gourmet Food Sale

We get help from the sextons for any large event held at the church.

Advertising/Publicity:

Publicity for the Holiday Gourmet Food Sale and WomanKind is handled by the WomanKind Committee and Director of Communications Valerie Hubbard.

Manpower:

The active ECW participation is relatively small, but the event committees are large. The Holiday Gourmet Food Sale and WomanKind Chairs recruit a large number of volunteers in order to produce those events.

Community Impact/Partners:

The ECW reaches beyond the church in two primary ways: (1) through the charitable funds we distribute annually and (2) by having women from all over the region and country attend WomanKind.