



Collierville United Methodist Church

Vision: Reaching out to transform lives by extending God's love to all.

FINANCE COMMITTEE

Job Description

Overview / Purpose

An effective Finance Committee proposes a budget; then raises, manages, and distributes the financial resources of the congregation to support and strengthen the mission and ministry of the congregation by upholding the vision and mission of CUMC .

Meetings

- At least quarterly with additional meetings as needed

Responsibilities:

- Members should individually and corporately engage in spiritual practices that build a relationship of attentiveness to God's will and direction and hold one another accountable so that their decisions and actions fulfill the mission and vision of the church.
- Annually compiles a complete budget for supporting the mission and vision of the church and submits the budget to the Administrative Board for review and adoption. Throughout the year, the finance committee recommends any changes to the approved annual budget to the Administrative Board
- This committee is responsible for developing and carrying out plans to raise enough income to support the budget that has been approved
- Recommend to the Trustees leadership team policies and procedures for management of church funds and then implement the approved processes regarding the administration and disbursement of funds
- Arrange for an annual audit of financial records and make a report of this audit to the charge conference
- Accountable to make required reports to the annual conference.

Length of Service

- 2 – 3 years

CORE VALUES

SCRIPTURE: Led by God's Word

LOVE: Growing in God's Grace

HUMILITY: Walking w/God

SERVANTHOOD: Living as God's Servants

MISSION: Reaching out in God's Love, Justice & Mercy

Mission: To Know Christ and to Make Him Known



Collierville United Methodist Church

Vision: Reaching out to transform lives by extending God's love to all.

Chairperson

- Elect a Vice-Chair and a secretary to record minutes at the first meeting of the year
- Communicate with your staff liaison to discuss the agenda for the meetings
- Update Social media
- The Chair works with the Trustee's to handle designated gifts and bequests in accordance with the *Book of Discipline*
- Gather all budget requests to be reviewed by the committee, inform the congregation and pastor(s) about the church's financial situation and recommend to the Administrative Board any changes that need to be made in the budget after it has been approved
- The Finance Chair is accountable to the Charge Conference through the Administrative board

Other Committees you will serve on:

- Administrative Board
- Stewardship
- Endowment (can be other than chairperson)
- Leadership Council