

## **Gifts and Leadings Committee Charge and Responsibilities**

- I. Committee Name:** Committee on Gifts and Leadings
- II. Committee Charge:** The Committee on Gifts and Leadings is responsible for providing advice and support to the Monthly Meeting in the area(s) of nurturing faithfulness of all our members and attenders. The Committee receives inquiries and promotes accountability and care for those who wish to explore leadings and for those whose ministries are under the care of the meeting.
- III. Specific Tasks & Functions**
1. Provide programs for members and attenders to explore leadings.
  2. Support members and attenders who seek clearness for their leadings through support groups, informal and formal clearness committees. The Gifts and Leadings Committee helps in setting up these committees; guiding their work; receiving, reviewing, and, where needed, recommending revisions to their reports; and arranging reports to meeting for business.
  3. Where a ministry is taken under the care of the meeting, Gifts and Leadings Committee helps in recommending to meeting for business members of accountability groups; guiding their work; receiving, reviewing, and, where needed, recommending revisions to their reports; and arranging annual reports to meeting for business.
  4. When meeting treasury funds allow distributions to member ministries, Gifts and Leadings Committee researches ministries' financial needs and recommends the amount to be distributed to ministries under the care of the meeting.
  5. Gifts and Leadings Committee monitors the needs of members, clearness committees, member ministries, and accountability groups to recommend changes to ministry-related guidelines and to assist with certain functions which benefit from cross-ministry attention. Examples include but are not limited to writing and processing a joint ministry solicitation letter and interface with meeting staff, finance committee, treasurer, and others who serve in relation to member ministries.
- IV. Other Units (committees, staff, task groups) with which the Committee will Maintain Clear Liaison:**
- Meeting Secretary
- V. Committee Composition and Terms of Service:**
1. Committee Composition: The Committee on Gifts and Leadings will have between 5 and 8 members, all of whom will be nominated by the CPMM Nominating Committee and approved by the Monthly Meeting. Committee members are members or sojourning members of Central Philadelphia Monthly Meeting, with the possibility of

one Committee member who is not a member of CPMM, such as a committed member of another Meeting or an engaged attender of CPMM.

2. Length of Officers' Terms: The clerk and the recording clerk serve for one year terms with the possibility of renewal.
3. Core Skills: The core skills needed for the committee to do its work effectively are:
  - a. Knowledge of clearness processes within the context of a monthly meeting
  - b. Interest in supporting spiritual leadings of members of the CPMM community
  - c. Ability to listen deeply
  - d. Attend committee meetings as faithfully as possible
  - e. Contribute to committee work

#### **VI. Frequency of Meeting:**

The Committee on Gifts and Leadings meets monthly, from September through June, and as necessary in July and August.

#### **VII. Pattern of Reporting to Monthly Meeting for Business:**

Committee on Gifts and Leadings provides an Annual Report to the Monthly Meeting in the month designated, and also reports as needed, e.g. about Spiritual Accountability Groups or Clearness Committees, recommendations and reports about them, and recommendations for membership in Spiritual Accountability Groups.

#### **VIII. Approximate Annual Committee Budget:**

The Committee on Gifts and Leadings will inquire of the Meeting's ministers what their financial needs will be for the coming year. After careful committee discernment, the Gifts and Leadings clerk will communicate with the Finance Advisory Clerk and Treasurer about a recommendation for funding for ministries from the Meeting treasury. Finance Advisory makes funding recommendations to the Meeting for Worship with attention to Business. The Meeting for Business ultimately approves the budget for Gifts and Leadings and budgets of other committees.

#### **Date of Monthly Meeting Approval of the Charge – Approved May 2019**

This committee charge will be reviewed (and modified if necessary) at least within three years of its approval.