

## The WM Leader's Duties and Responsibilities Are to:

- Establish a Women's Ministries committee
- Assess needs of women in the church
- Develop and implement WM programs or seminars
- Chair the WM committee
- Be an advocate for women's concerns, needs and contributions

The conference WM director is responsible for providing resources for local church leaders. Your local conference should provide training sessions for WM leaders, and you will benefit from attending these.

## Recruiting Your Team

As you look for women to join your Women's Ministries committee, remember these tips on recruiting and managing volunteers:

- Identify and articulate your need
- Evaluate the pool of potential volunteers within your church. What gifts do people have? Where are they currently involved?
- Almost 90% of people say "Yes" when someone asks them to donate time for a specific purpose
- Have clear goals, roles, and objectives for your volunteers
- Train and empower your volunteers to do their jobs by ensuring that all have participated in the leadership certification program.
- Motivate your committee members by making them feel needed, helping them to be successful, and showing appreciation.

**S**o ... your local church has decided it's time to do something for Women's Ministries. Maybe they've even chosen you as a leader! Congratulations! You're embarking on an exciting journey of service to women in your church and your community. But you may have a few questions about how to get started.

A great way to begin is by looking at your team—who will make up your Women's Ministries Committee, and what their tasks will be.

## The Local Church Women's Ministries Leader

The local WM leader is appointed by the church nominating committee and is a member of the church board. Her goals are to:

- Assist the church in meeting the spiritual, emotional and intellectual needs of women
- Create an environment in which each woman can grow
- Assess women's needs through surveys and interviews, and work with the WM committee to develop programs to meet these needs
- Work with the church board to harmonize WM activities with the church program; work with pastor and the conference WM director



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# Organizing your Women's Ministries Committee

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### What Kind of People?

As you look for women to form your Women's Ministries committee, look for women who represent the diversity of women in your church. If your church includes a mix of ethnic and racial groups, make sure the women on your committee represent varied ethnicities. Look for women of different generations, and women who represent different backgrounds and needs.

A woman's previous experience may not be as important as her willingness to learn new things and work with others. Some qualities to look for in your women's ministry team are:

- Close relationship with God
- Attitude of service to God
- Active prayer life
- Commitment to God's Word
- Integrity
- Courage
- Vision
- Positive self-image
- Teachable spirit
- Thinks before acting
- Faces issues
- Serves others
- Motivates others
- Delegates work

### When You've Chosen Your Committee ...

Ask your pastor if it's possible to have a Sabbath service in which the Women's Ministries leaders and committee members can be brought to the front of the church for special prayer. A service of consecration will not only introduce the group and its objectives to the congregation; it will show that the pastor is supportive of your ministry and give the pastor an opportunity to invite God's blessing on your church's Women's Ministries program.

### What Do You Do Next?

Find out what the women of your church need from a Women's Ministries program. There are three general categories of Women's Ministries programs: those that

- Teach and disciple
- Nurture and support
- Evangelize

Try a survey of the women in your church to find out what their needs are, and what specific programs, classes or seminars, and outreaches will meet those needs. This survey is available from your conference director.

With your committee, meet to discuss those needs, decide which are most important, and determine how you're going to meet them—in other words, develop goals. Remember that goals you can successfully meet should be:

- Specific
- Attainable
- Measurable

### Who's doing what?

Though you may have initially assigned specific roles to specific committee members, it's a good idea to wait until you've decided on some goals before you begin assigning tasks to the women on your committee. Once you know what you need to do, you can begin deciding how your group will work together and what role each woman will play in achieving those goals.

Much of this will occur naturally as you discuss the needs of the women in your church and the programs you want to design in order to meet those needs. Committee members will express an interest in the programs and activities they'd like to work with.

It will also help if you take the time to do an exercise with your committee in discovering spiritual gifts. Help each woman on the committee find out what her unique gifts are and to see how those can be used in furthering the goals of Women's Ministries in your church.

### Where to go for more help

- General Conference Women's Ministries website: <http://wm.gc.adventist.org/>
- Your Conference/Union Women's Ministries director
- Division website (find it at: [http://www.adventist.org/links/pages/World\\_Church\\_Divisions/](http://www.adventist.org/links/pages/World_Church_Divisions/))
- Plusline: <http://www.plusline.org>
- AdventSource: <http://www.adventsource.org> or 800-328-0525
- Your local Adventist Book Center—or the ABC online at <http://www.adventistbookcenter.com>