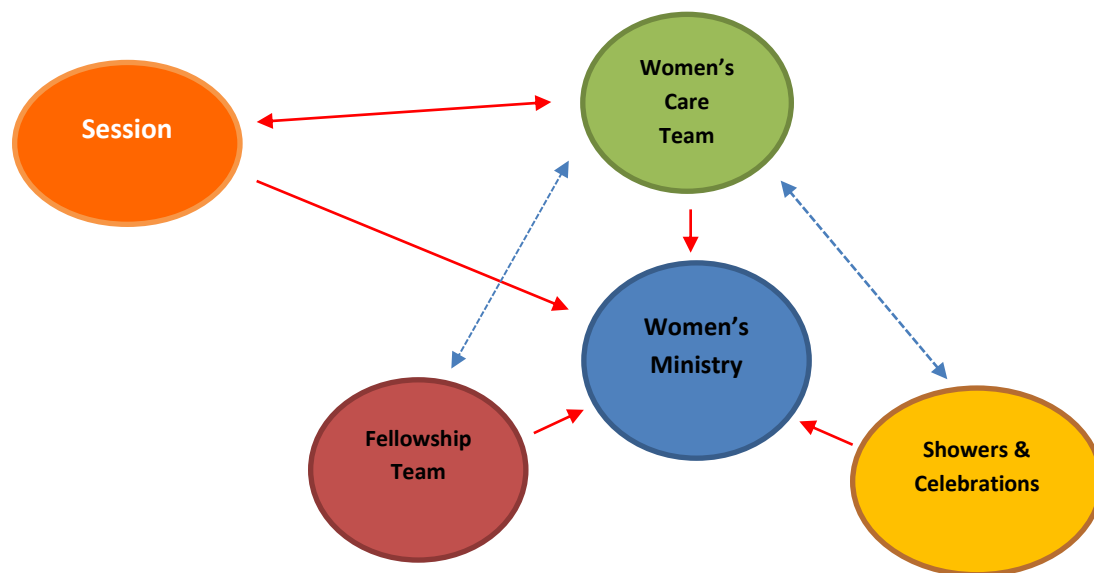


Harbor Women's Ministry

Mission of the Women's Ministry:

The Harbor Women's Ministry exists to provide structure and support for women to minister to other women within the church for the purpose of their spiritual growth. Under the oversight of the session, this is accomplished through Bible studies, prayer, discipleship activities, teaching, training, personalized care and celebration and fellowship events.

Structure



Definition of Each Component

Women's Care Team (WCT): The Women's Care Team serves in an advisory role to the session and assists them in caring for the women of the church. The general focus of the WCT is on providing for women's spiritual growth and encouragement through prayer, Bible study, discipleship, fellowship and training. WCT members receive shepherding and leadership training and may be called upon to assist the session with personalized discipleship and care for women of the church. The WCT organizes women's Bible studies and provides oversight and support for the other Women's Ministry teams.

Fellowship Team: The Fellowship Team ensures that women's fellowship activities are planned regularly and coordinates their implementation with support from the Women's Care Team, as needed. This team encourages the women of the church to work together in executing ideas and activities for women's fellowship and provides them assistance with logistics and administrative details as needed.

Showers & Celebrations: The Showers and Celebrations Team exists to care for the women of Harbor Church by coordinating events to recognize and celebrate significant life events such as a marriage or the birth or adoption of a child. This team works with the woman being honored to provide a Christ-centered, personalized time of fellowship and encouragement that communicates the support and care of her sisters in Christ as she enters a new season of life.

Women's Ministry Structural and Procedural Recommendations and Guidelines

Submitted by the Provisional Women's Care Team to the Harbor Church Session August, 2016

Explanation & Role of Women's Ministry Teams (to be replicated on Women's Ministry Page of the Harbor web site)

Women's Ministry at Harbor Church exists for the purpose of enfolding every woman into the life of the church in order that she will know Christ personally and be encouraged and equipped in an ongoing way to live as his disciple, committed to the glory of God and the extension of his kingdom in every relationship and sphere of her life. Toward this end, the Women's Ministry operates under the oversight of the session to provide and encourage woman-to-woman ministry through Bible study, prayer, discipleship, teaching, training, fellowship, and celebration events. Women's Ministry is in every way an extension of the larger ministry of the church aimed at helping women, as a part of the larger body, to "grow up in every way into him who is the head, into Christ, from whom the whole body, joined and held together by every joint with which it is equipped, when each part is working properly, makes the body grow so that it builds itself up in love." (Ephesians 4:15b-16) Three teams of women are responsible for these various areas of ministry.

The **Women's Care Team (WCT)** is appointed by the session and is responsible for assisting and advising the session in shepherding the women of Harbor Church through prayer, Bible study, teaching, training, and fellowship. Various events and activities may be employed toward these ends. This group of women meets monthly to pray for the women of Harbor Church, for the spiritual health and needs of the body as a whole, and for individual women who come with specific requests to be prayed for during that time. All prayer requests are kept in confidence between the WCT and the session. In addition to praying as a group on a monthly basis, each WCT member has a list of women she prays for in order that every woman at Harbor might be prayed for by name on a regular basis.

WCT Regular Meeting Dates

January: 4th Thursday, 7 pm
 February: 4th Wednesday, 9:15 am
 March: 4th Thursday, 7 pm
 April: 4th Wednesday, 9:15 am
 May: 4th Thursday, 7 pm
 June: 4th Wednesday, 9:15 am
 July: 4th Thursday, 7 pm
 August: 4th Wednesday, 9:15 am
 September: 4th Thursday, 7 pm
 October: 4th Wednesday, 9:15 am
 December: 1st Wednesday, 9:15 am

In addition to regular and specific prayer, the WCT works together under the oversight of the session to coordinate women's Bible studies, teaching, and training events to encourage the spiritual growth and development of women in relationship with Christ AND each other. The WCT also meets regularly to pray, plan, and address administrative concerns related to the execution of these activities. At times, members of the WCT may be called upon to assist the elders in caring for specific needs of women of the church in individual shepherding or discipleship contexts.

Harbor Church desires to see every woman connected relationally to other women at Harbor in a way that fosters spiritual growth and encouragement. While all Women's Ministry activities and events have this goal in view, women are also encouraged to initiate and pursue prayer, mentoring, and discipleship relationships with one another on an informal basis. If you are interested in the work of the WCT or desire to connect with us regarding personal prayer, please contact us at WomensCareTeam@harborchurch.org.

The **Women's Fellowship Team** works with the women of the church and the support of the WCT to ensure that women's fellowship activities and events take place on a regular basis. This team does not generate and implement all fellowship activities and ideas amongst themselves, but works to solicit the ideas and involvement of the women of Harbor to initiate and plan a variety of fellowship opportunities. The WCT assists the WFT by sharing information regarding the communicated interests and strengths of the women of the church so that the WFT can draw together women of like interests and varying strengths to coordinate regular fellowship events. If you have an idea for an activity or event that you would like to coordinate or contribute to with the assistance of others, or if you have an interest in helping with the work of the WFT, please email us at WomensCareTeam@harborchurch.org.

The **Showers and Celebrations Team** ensures that any woman of the church facing a momentous life event (marriage, birth, adoption, etc.) is provided with a personalized celebration in which to receive encouragement, prayer, and support from her sisters in Christ. The members of this team do not necessarily plan and/or host every special event of this nature, but work to coordinate any necessary volunteers to ensure that every woman at Harbor approaching such a significant life event is honored and recognized with a special celebration in a timely fashion. If you know of someone we need to plan an event for, or would like to contribute to the work of this team in any way, please email us at WomensCareTeam@harborchurch.org.

While Women's Ministry at Harbor Church focuses specifically on the encouragement and provision of ministry to women by women as described above, we are grateful for and seek to support the many other ways women of Harbor Church serve the larger body of Christ through multiple areas of ministry. These areas include, but are not limited to, the Outreach Team, Kitchen/Hospitality Ministry, Meals Ministry, Nursery, the Missions Conference, and VBS.

Team Leadership, Constitution, & Terms of Service

WCT:

- Recommended 4-5 members, with a suggested minimum of three
- Appointed by the session, who may solicit input from current members of the WCT (or other input, as deemed appropriate)
- Recommended initial service commitment of 2 years, renewable for a total of up to 4 years of service for the inaugural team, with a 2-3 year commitment being the goal thereafter (staggered terms of service should always be in view to provide ongoing continuity of leadership)
- Service commitments to be reviewed in May of the final year of service to identify and secure leadership for the succeeding term (to be in place by August 1), if necessary
- All service terms from August of the initial year to August 31 of the outgoing year to allow for overlap of outgoing and incoming team members
- After two years of service, a WCT member may, by agreement with and invitation of the session, serve an additional term of service

WFT/S&C:

- Recommend a minimum of 2 members, with a suggested membership of three
- Recruited by WCT members through recommendation, suggestion of current team members, volunteer
- Recommended service commitment of one year, renewable for a total of up to 3 years of service
- Service commitment reviewed annually in May by WCT members, to allow women the opportunity for release/revision/replacement/renewal of commitment
- Service term from August 1 to August 31 of the following year
- WCT responsible to secure new team members to replace women stepping down on August 31; process to begin in May of that year, with input from women on that team and/or other members (suggestions and input can be made by recommendation, volunteer, etc.)

ALL Team Members:

- It is recommended that every woman serving on a Women's Ministry Team serve for a maximum of three years of service (other than already noted) before taking a break of at least one year to allow for optimal health, rest, and productivity of both the Women's Ministry member and the team itself. Exceptions may be permitted by direction of the session under extenuating circumstances.
- Regular members of all Women's Ministry Teams must be church members, though all women at Harbor are invited and encouraged to participate in women's ministry activities and events.

Governance & Meetings**WCT**

The WCT operates under the direction and with the support of the session of Harbor Church in all of its activities and endeavors.

In addition to meeting monthly to pray for women of the church, members of the WCT will meet every four to six weeks as a group, or more frequently, if needed, to pray, plan, and address administrative concerns related to the execution of all activities related to its sphere of responsibility. On occasion, members of the WCT may work in smaller groups toward the implementation of specific goals (e.g., planning women's Bible study, providing leadership for specific events/activities, etc.). Any such decision is made and agreed upon by all members of the WCT.

Basic minutes will be kept for all meetings and delivered electronically to the session, the Harbor Church office, and each member of the WCT. These minutes will include basic points of discussion, options/ideas considered, and any actions taken or decisions made by the WCT.

Because members of the WCT may be called upon to assist the elders in caring for specific needs of women of the church in individual shepherding or discipleship contexts, training will be provided for all WCT members by the pastor and/or the session.

The WCT will meet according to an alternating schedule to pray for and with the women of the church. This alternating schedule will be determined by the WCT and communicated via the web site, the church bulletin, and the church-wide email system. It is recommended that the WCT alternate between a week night every other month and a weekday every other month to make it possible for every woman of the church, regardless of her schedule, to have the opportunity to be prayed for personally and individually in this context. If at all possible, a regular monthly schedule should be set and adhered to.

WFT/S&C

The WFT and S&C Team will meet as regularly as needed (on a formal or informal basis) to fulfill the responsibilities and purpose of the team. Team members will communicate with the WCT, as needed, to share information pertinent to caring for the women of the church and to solicit assistance, if required.

The WFT will work to ensure that women's fellowship activities are scheduled on at least a quarterly basis. This may include activities and events planned by the WCT. For church-wide women's events, the WFT may be asked to work with the WCT to coordinate administrative details and secure volunteers.