



Church Representative Job Description

One of the first steps your church can take in participating in the 4 Our Churches Capital Campaign is to appoint a Church Representative. Please report the name of your Representative to Amy Schultz @ aschultz@pccucc.org so that she can provide help as needed.

The Church Representatives' responsibilities may be summarized as follows:

- Serve as the primary contact person for their church throughout the campaign, and schedule a time for a Campaign Presenter to speak during Sunday Worship.
- Meet with church leadership and fellowship groups to inform them about the benefits of the campaign projects, and ask them to join them in giving.
- Organize a committee in their church to promote the campaign. This committee will keep their congregation informed about the campaign, through regular announcements and testimonials during worship, by distributing Campaign Resources and by inserting campaign articles in church newsletters and worship bulletins.

Guidance for organizing a local church 4 Our Churches Campaign Committee will be provided by VanderWyden Consultants, and outlines for local church campaign announcements and articles will be provided by the Campaign Steering Committee.

The Church Representatives will encourage their congregations to select a challenging 4 Our Churches goal. The campaign giving period is five years, beginning in 2008 and concluding in 2012. The Church Representatives will report their church's decision about a Campaign Goal to the Campaign Steering Committee.

Church Representatives may be in contact with each other to compare notes about which campaign promotional and cultivation efforts are working best in their churches. They may create promotional materials that may be helpful in other churches, and they may ask the Campaign Steering Committee to create specific promotional resources that may help them in their efforts.