

St. Paul's Episcopal Church
Junior Warden
(also known as the People's Warden)
Expectations 2022

Gifts

Have a love of God and demonstrate a commitment to following in the way of Christ;

Time Commitment

Vestry meetings, special meetings and retreat
Weekly worship services (*rotating occasionally*)
Congregational events: coffee hours, meals, fundraisers, adult education programs
Regular meetings with the rector (*junior warden and other staff*), if required
Call and Chair Meetings of the Building and Grounds Committee when needed.
Diocesan meetings as necessary
Annual meeting

Responsibilities

Work closely with the rector and senior warden in providing overall leadership in the congregation
Serve as a member of the Executive Committee
Have an understanding of and empathy for property maintenance needs
Have an ability to work with service people and to recruit and motivate members of the congregation to take responsibility for maintenance work
Establish and oversee seasonal maintenance of all equipment
Establish and oversee annual safety checks
Review insurance needs with the treasurer and insurance agent as required
Establish and oversee a process for obtaining the services of contractors as needed

Accountability

The junior warden's ministry should be assessed as a part of the annual ministry review of the entire leadership team of the congregation
(rector, wardens, vestry, and, in many cases, heads of ministry groups and committees).