

DECORATING MINISTRY TEAM

The decorating ministry team is responsible to organize and oversee church decorations as part of beautifying the Lord's house and creating environments that complement the current season, service or special event.

Ministry Area/Department	Church
Position	Decorating Ministry Team
Accountable To	Women's Ministry Director
Ministry Target	Congregation
Position Is	Volunteer
Position May Be Filled By	Church member
Spiritual Gifts	Administration, Serving
Talents or Abilities Desired	Good organizational skills • Attention to detail • Creative
Best Personality Traits	Dependable • Cheerful
Passion For	Sprucing up the house of the Lord

RESPONSIBILITIES/DUTIES

- Enlist decoration assistants and delegate tasks as necessary.
- Obtain, make and arrange decorations to use during special services, events or seasons at the request of the pastor, music director, or other ministry leader.
- Decorate the social hall, foyer and sanctuary as needed. Take care of flower arrangements as needed, weekly, monthly or seasonally.
- When requested, decorate for special events such as fellowship meals, showers, receptions, banquets, seminars and so forth.
- Supervise church bulletin boards in common areas, but not in Sunday School rooms or areas under another ministry's jurisdiction.
- Organize and maintain a storage closet at the church for decorations and related supplies. This may include seasonal decorations, baby and wedding shower decorations, wedding supplies, anniversary decorations, etc.