

Women's Ministry Board Positions

WM Coordinator/ President: Jessica Lawton - Jan 2026

Vice President: Sarah Armes - Jan 2025

Social Coordinator- Kayla Tirrell - Jan 2025

Resource Coordinator - Leslie Laing - Jan 2026

Christian Concerns Coordinator: Susan Hughes 2021

Baby Bibles- Emma McMicken

Funeral Meals- Sarah Armes

Funeral Decorations (Flowers) - Susan Hughes

Hospital or visitation-

Ministry of encouragement - Josi Jones & Robyn McDonald

Meals (illness, surgery, new baby) - Keri Sweeting

Widows & Shut in ministry- Susan Hughes

Recording Secretary & Publicity- Jenn Vasquez- 2021

Shower Coordinator - Ana Whitehead - Jan 2024

Spiritual Formation Coordinator- CB Campano - permanent position

Curriculum-

Bible Study Admin-

Titus 2 / Small groups -

Nursery Coordinator- Ruth Lawton 2025

Retreat Committee -

Treasure- Keri Sweeting - Sept 2025

Women's Ministry Board Role Descriptions

Core Leadership & Coordination Board

- WM Coordinator / President – The WM Coordinator / President provides the overall vision and strategic direction for the Women's Ministry, ensuring all programs align with the church's mission. She presides over board meetings and serves as the primary liaison between the ministry and church leadership.
- Vice President – The Vice President supports the President in all administrative duties and steps in to lead in her absence. She assists in overseeing board functions and ensures the smooth transition of ministry leadership and initiatives.
- Spiritual Formation Coordinator - The Spiritual Formation Coordinator oversees the spiritual development programs for women, including Bible studies and discipleship. She ensures that all curriculum and teaching materials are biblically sound and foster deep spiritual maturity.
- Recording Secretary & Publicity – The Recording Secretary & Publicity is responsible for maintaining accurate records of all board decisions and meetings to ensure organizational continuity. She also manages the ministry's communication, ensuring the congregation is informed about upcoming events.
- Treasurer – The Treasurer manages the ministry's financial health by tracking budgets, processing reimbursements, and providing regular financial reports. She ensures that ministry funds are handled with integrity and that all events are properly funded.
- Shower Coordinator – The Shower Coordinator organizes and executes bridal and baby showers, celebrating the major milestones in the lives of the women in the congregation. She handles the logistics and hospitality details to make these communal celebrations special.
- Christian Concerns Coordinator – The Christian Concerns Coordinator leads the outreach to those in the congregation with specific needs, with a personal focus on supporting widows and shut-ins. She ensures that no woman feels forgotten and that the church provides consistent emotional and physical presence. One of the ways she does this is by coordinating the Mercy Tuesday events twice per year.
- Social Coordinator – The Social Coordinator focuses on building community and fellowship through the planning of various social gatherings and events. Her goal is to create welcoming spaces where women can build lasting friendships outside of formal services.

Ministry Support & Specialized Roles

- Resource Coordinator – The Resource Coordinator oversees the organization and inventory of ministry-owned decorations and supplies. She facilitates the lending process for church events and ensures that all items are well-maintained and returned promptly for future use.
- Funeral Meals – The Funeral Meals lead coordinates the preparation and serving of meals for grieving families during their time of loss. She provides a vital service of comfort and hospitality, ensuring that families can focus on their loved ones while the church family provides for their physical needs.

- Funeral Decorations – She is responsible for creating the flower arrangements used on the meal tables during the funeral reception. She coordinates with the family and the funeral meal coordinator to identify favorite colors.
- Meals (Illness, Surgery, New Baby) – She organizes practical support for families during specific life transitions such as recovering from surgery or welcoming a new baby. She coordinates volunteers to deliver food, providing tangible care and relief to those in our community.
- Nursery Coordinator – She ensures a safe and nurturing environment for the youngest members of the church during women’s ministry events. She manages volunteer schedules and maintains high standards of care so mothers can fully engage in spiritual growth.
- Ministry of Encouragement – They work together to uplift the spirits of the community through intentional outreach, such as cards and notes. Their role is to foster a culture of kindness and let every woman know she is valued and seen.
- Baby Bibles – She celebrates the newest additions to the church family by coordinating the presentation of Bibles to infants. This ministry marks the beginning of a child’s spiritual journey and welcomes young families into the fold.