

Ministry Opportunities at St. John the Evangelist Church, Kitchener Memorial Garden Trustee

At St. John's, our various ministries support our intention to be a faithful and thriving community.

Connecting individuals and ministries is an act of mutual discernment – you may wonder which ministry is the best fit for you at this time, and the community may recognize gifts in you and encourage you to share them as we seek to be a thriving community.

The community also has some expectations for ministries. Knowing these expectations can help you and the community discern which ministry makes sense for you at this time. Some ministries also have a trial time to assist further with this discernment.

How does this ministry contribute to living as a faithful and thriving community and your life of discipleship?

Memorial gardens, with well-tended flowers and greenery, are meant to inspire reflection and remembrance. Our memorial garden includes scattered cremated remains.

Memorial Garden Trustees are responsible, on behalf of the congregation, for the care and maintenance of the Memorial Garden.

What gifts and skills are helpful for these roles?

- Gardening skills
- Financial and communication skills

What to expect:

Trustees are appointed by Vestry, and “report to the Churchwardens of the Parish and shall ensure strict compliance with all laws governing cemeteries” (Canon 41).

Actions of the Memorial Garden Trustees are governed by Canon 41 of the Diocese of Huron and all pertinent provincial legislation.

Typically, the term as a trustee is 2 to 3 years with the intention and desire that active members of the Memorial Garden community be intentionally mentored to become trustees.

Responsibilities

- Comply with Canon 41 of the Diocese of Huron and all pertinent provincial legislation.
- Meet at least three times per year.
 - Early spring to prepare for summer
 - Late autumn to review summer work
 - Early new year to prepare Trustees' report to Vestry
 - Additional meetings as need arises
 - Financial statements are prepared for
- Oversee the upkeep the flowers and plants in the garden.
- Consult with Churchwardens and Property Committee regarding any proposed capital projects involving changes or alterations to the fabric of the building, or major changes in the appearance of the grounds.
- Accountability as outlined below.

Organization

- Trustees are appointed by Vestry.
- The Rector and Churchwardens are ex officio members.
- The Chairperson and Secretary-Treasurer are chosen by the Trustees.
- Other interested members of St. John's and the Memorial Garden community are encouraged to attend and be part of the meetings.

Resources

- The Trustees can book space and store tools at St. John's with space assigned in consultation with the Property Committee.
- The Trustees oversee the spending of funds available from fees and fundraising.

Accountability:

- Submit an annual financial statement and copy of the provincial filing return of the operations of the Memorial Garden to the Diocesan Cemetery Committee through the Secretary-Treasurer.
- Report annually to the Vestry of the Parish.
- Report to Parish Council, after each meeting, for information purposes and the sake of transparency. The report will detail decisions and share finances and an overview of plans.
- Report to the parish via newsletter after the spring and autumn meetings.

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