

## OVERVIEW

The St. George's Archivist and Historian Committee supports the church's mission to "receive, live, and share the abundant life of Jesus Christ" by organizing existing archives for the future of St. George's.

## RESPONSIBILITIES

- Develop church-wide interest in our archives and generate new ones that share the story of this community
- Make materials accessible to the parish; provide way(s) for others to view throughout the year.
- Work with librarians to create rotating displays in St. George's Library
- Create an archival display during special events of interest during the year.
- Encourage the gifting of items for archives.
- Communicate with the parish about new archives and how to be a part of them

For existing materials:

- Inventory and list existing archival materials.
- Review items, photos, articles that have been donated.
- Assess what needs to be kept and what can be let go, store in archival containers.
- Provide proper storage going forward in St. George's files (both paper and digital)

New materials might include:

- Current clergy oral and video stories
- Oral, audio and visual of past and present construction projects
- Organ installation in Summer 2022 and celebration in Fall 2022
- Staff stories of events, photos and reports

## RELATIONSHIPS

Time will be spent working on projects with past and current clergy and participants.

## TIME COMMITMENT

Committee to decide when to meet and work on projects; 1 – 2 hours monthly

## SKILLS AND INTERESTS

History, organization, storytelling. Ability to work in Microsoft Word or Excel; or ability to recruit helpers for technology help.

## RESOURCES AND TRAINING

Will have support from church administrative staff as new projects arise.

*Curious? Interested in this ministry?*

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