



Vestry 101 *Toolkit*

Episcopal Diocese of North Carolina

TOOLKIT QUICK LOOK

1. The Mission of the Church, Diocese and Congregation
2. Roles and Responsibilities of a Vestry
3. Vestry Best Practices
4. Vestry Toolbox
5. Diocesan Resources
6. Key Definitions
7. Next Steps for Your Vestry

1. THE MISSION OF THE CHURCH, DIOCESE AND CONGREGATION

The mission of the church is:

“To restore all people to unity with God and each other in Christ.” (*Book of Common Prayer*, p. 855)

Every congregation in the Diocese of North Carolina shares this mission and lives it in ways unique to its community.

[Visit the Diocese of North Carolina website](#) and explore the resources available to you.

2. ROLES AND RESPONSIBILITIES OF THE VESTRY

Serving on the vestry is more than governance — it is spiritual leadership.

Core responsibilities include discerning God's call, forming leaders, stewarding resources, and guiding clergy transitions.

3. VESTRY BEST PRACTICES

Begin meetings with prayer, scripture reflection and silence.

Establish a Vestry Covenant grounded in respect, confidentiality and shared spiritual growth.

4. VESTRY TOOLBOX

Vestry handbook should include bylaws, diocesan canons, audits, financial reports and Safe Church compliance documentation.

Safe Church Training information can be [found on the diocesan website](#).

5. DIOCESAN RESOURCES

[Resources for Parishes & Vestries](#)

Diocesan Structure and Departments:

- [Governance & Structure](#)
- [Finance & Administration](#)
- [Our Bishops](#)
- [Staff](#)
- [Events](#)

Diocesan Mission Priorities

- [Racial Reckoning, Justice & Healing](#)
- [Congregational Vitality](#)
- [Discipleship \(formerly Formation\)](#)
- [Collaboration & New Communities](#)
- [Creation Care](#)

6. KEY DEFINITIONS

Vestry: The legal representative body of a parish.

Diocesan Convention: The annual legislative gathering of clergy and lay delegates.

Book of Common Prayer: The liturgical and theological foundation of Episcopal worship.

7. NEXT STEPS FOR YOUR VESTRY

1. What new spiritual practice will we adopt this year?
2. What practice will we release?
3. What is God calling our congregation to become in this season?
4. How are we partnering with the diocese in that mission?