



Florida APA Region News

December, 2007

Spread the Good APA News at Your Next Presbytery Meeting

Only 5 of the 38 churches in my presbytery are represented in APA membership. What an opportunity: hard working office staff struggling to get things done without the training, online community, resources, and fellowship of colleagues in the same business! Clergy seemingly unaware of the benefits of APA membership! I called the general presbyter and asked for just 5 minutes on the docket to tell them about APA and he said "OK" (now I wish I had asked for 10). Florida Region President Michele Dalton sent me our gorgeous banner, I printed out a bunch of membership applications, certification brochures, newsletters, and pictures of recent conferences, and set out on November 15th to tell the good news:

Hear the words of scripture from Acts 6:

Now during those days, when the disciples were increasing in number, the Hellenists complained against the Hebrews because their widows were being neglected in the daily distribution of food. And the twelve called together the whole community of the disciples and said, 'It is not right that we should neglect the word of God in order to wait at tables. Therefore, friends, select from among yourselves seven men of good standing, full of the Spirit and of wisdom, whom we may appoint to this task, while we, for our part, will devote ourselves to prayer and to serving the word.'

This passage is usually associated with the origin of church deacons, but seems to me more like the first church administrative staff. Without your administrators, how much time would you have to "devote [your]selves to prayer and serving the word?" And while you're at it, think of how much an administrative staff needs to know in today's information age, networked office and multi-media worship: they are database administrators, audio-visual technicians, publicists, financial analysts, graphic designers, computer troubleshooters and records managers. In addition to all that, you call on them for event planning, diplomacy, hospitality, conflict resolution, compassion to the needy and just about anything else that you can't attend to personally. Many of you already know that the Administrative Personnel Association (APA) is a well-respected resource for the knowledge and skills needed to run a Presbyterian Church, where staff can learn not only office practices, but polity, parliamentary procedure, theology, church history, time management, stewardship, worship, spiritual formation, and more. APA membership offers a planned curriculum in all these areas and levels of certification for church administrators who attend conferences presided by ordained clergy, certified Christian Educators and qualified professionals. On January 10, 2008 in Sarasota, First Presbyterian Church will host an information seminar about APA conferences and certification, and will include a class to earn credits toward certification even if the attendee is not yet a member but joins within a year.

I gave a few more details about the seminar (see announcement inside) and closed with an invitation to our table and a challenge to pay for their staff to attend the seminar. Many folks did just that, took a flyer about the seminar, and plan to encourage their staff to attend.

When is your presbytery meeting next?

Susie Wills, Florida Region Communications Director

Honored at Presbytery

At the fall Stated Meeting on 16 October 2007, the Presbytery of St. Augustine recognized **Jackie Davis** (pictured right) on her achievement of Level 3 Certification. Jackie is presented by Steve Goyer, Moderator of the presbytery's Personnel Committee.

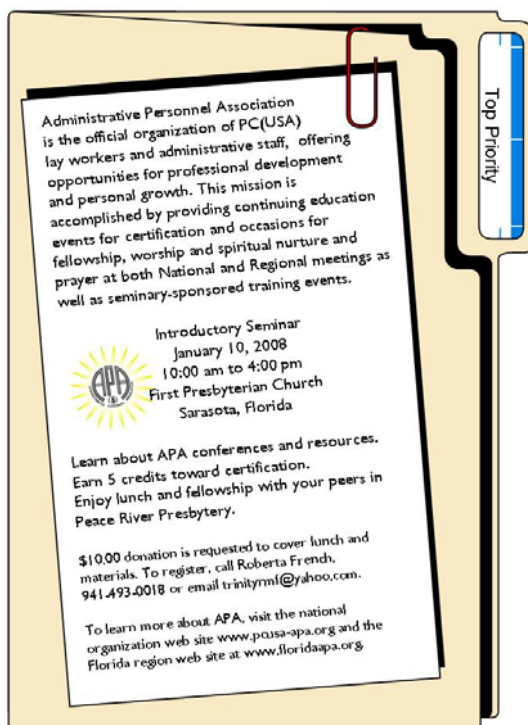


Tampa Bay Presbytery honored **Rosanna Balzano** upon her retirement (officially Dec 31, 2007) at the quarterly meeting on November 28. "They certainly made me feel loved and appreciated. I plan to have more time for our Florida region business in my new capacity as a "Life" member," says Rosanna.

APA

Introductory Seminar

On January 10, 2008, First Presbyterian Church will host a day of learning, networking, and fellowship for anyone with an interest in APA membership, certification, conferences, and resources. The day will start at 10:00 am with an address by our national president Marie Diamond, and a presentation on our organization's history, growth, highlights of recent conferences, and overview of the certification process. Two certification credit-bearing classes will be offered from 10:30 to 4:30, including a working lunch, available to both members and prospective members who would like to jump-start the certification process. Each course earns 5 credits and can be applied to any new membership within one year. The two offerings are:



Polity—The Rev. Dr. Susan DeWynngaert, head of staff at First Presbyterian, Sarasota brings her 30 years of ministry and experience as moderator of Peace River Presbytery. The course will cover the governing structures of PC(USA), the Book of Order, the Great Ends of the Church, and current issues before the General Assembly.

Theology—The Rev. Dr. Roger Woods has a lifetime career teaching theology at major universities including Georgetown and George Washington, and seminaries including Austin and Union (VA). Now retired and instructor of adult education classes at First Presbyterian, he will lead us through the principles of reformed theology from Martin Luther and John Calvin to the doctrine of predestination.

Churches in Peace River Presbytery will soon receive the flyer shown at the right. But this event is open to anyone who wished to venture to beautiful Sarasota for some APA fellowship.

December 2007

Calendar

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
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Central Florida
Presbytery Meeting

January 2008

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APA Introductory
Seminar, Sarasota

Miami Presbytery
Meeting

February 2008

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2007 OGA Statistical
Reports Due
(dates vary by
presbytery)

Save the Dates:

2008 Florida Regional Conference, St. Augustine, FL May 15—18

2008 National Conference, Denver, CO July 17—20

2009 National Conference, Orlando, FL July 15—19, with classes starting July 12

In Our Prayers

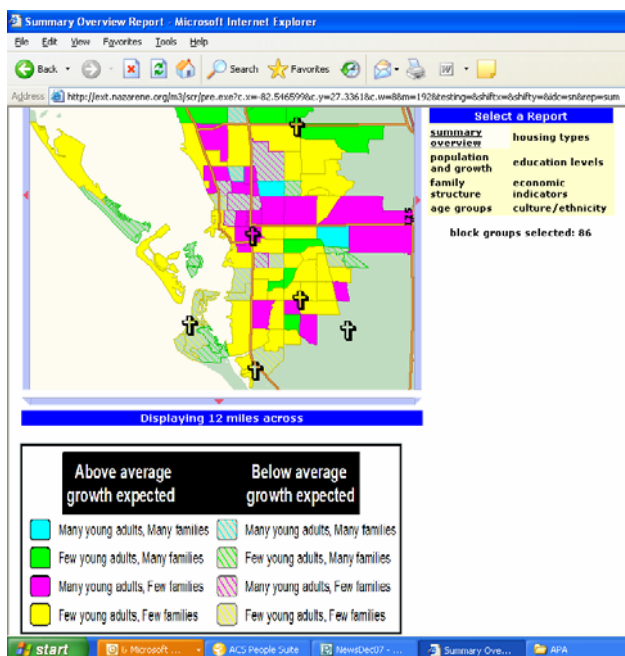
Diana McAda's father, George Fannin
Alice Mickles
Simon Apunte

Did you know that you can you can earn up to 5 hours of credits for your level certification online? Here are two sources for online classes and tutorials:

- www.gcflearnfree.org has computer basics, Microsoft Office, Open Source, and life skills
- www.pendaflexlearningcenter.com has courses on Microsoft Word and Excel and Adobe Photoshop, plus courses on marketing and office efficiency.

Certification

Best Practices



Be a research resource for your pastoral staff using the PC (USA) Research Services pcusa.org/research/help.htm. There are five links to instant valuable church statistics, neighborhood demographics, surveys, and research tools that yield information pastors need to know.

Ten-Year Trends in Your Congregation: Statistical reports based on annual congregational reports to the Office of the General Assembly in the Session Annual Statistical Report.

Demographic Report on the community around your church. Graphic information on population, income, families, and ethnic groups.

Congregational Surveys: Analyze your congregation: a picture of "who you are" (including age and marital status of members, average length of church membership, etc.), information about the strengths and priorities of church programs, and tools for strategic planning.

Research Strategies for Congregations: A packet of information gathering tools designed to help you learn more about your worshipers and your local community.

RCMS data (Religious Congregation Membership Study): Data on religious congregations and memberships in the U.S.

Preparations have begun for the 2008 Florida Regional Conference at Memorial Presbyterian in St. Augustine. The Florida Region of APA is also planning the 2009 National Conference at the Regal Sun Resort (formally the Grosvenor Resort) in Orlando. To check out the hotel online go to www.regalsunresort.com. We will offer 50 hours of courses for you to choose from. In order to make this event successful, we will need your help. If you would like to work on a particular committee, please contact the liaison listed below.

Facilities: Diana McAda office@oldfirstchurch.org
Hospitality: Barbie Prieto barbara.prieto@att.net
Entertainment: Deffie Drexler deffie@faithpcusa.org
Courses and classroom requirements: Jackie Davis jackietd@aol.com
Theme, Activities & Decorations: Michele Dalton michelecd1234@aol.com
Publications and Marketing: Susie Wills pastorassist@firstpressarasota.org
Worship Requirements: Diane Ditslear dditslear@firstpresdeland.com
Administrative Requirements: Barb Yatrousis barbaray@firstpres.cc

Conference Planning

