

TEAM INTEREST SHEETS

Ministerial Relations Group

❖ Church Development & Vitality Team

The Church Development & Vitality Team carries out aspects of the Presbytery's mission and ministry in the following ways:

- Develops and supports ways in which the Presbytery, its congregations and pastors, its members engaged in validated ministries, and its new congregations, new worshiping communities, fellowship groups, and other non-congregational entities can fulfill the mission of God in Christ, guided particularly by the Great Ends of the Church (F-1.0304)
- Promotes, supports, and coordinates the establishment of new congregations, new worshiping communities, fellowship groups, non-congregational entities, and other forms of corporate witness
- Supports congregations in the work of transformation, revitalization, and transition
- Proposes and administers Presbytery financial support for church development

Members:

Co-Chairs-Teaching Elder and Ruling Elder
9 members in classes of three

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Experienced congregant and church leader able to serve as advisor and mentor
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Ability to build and maintain trust in relationships; maintain confidences
- Deep faith life
- Effective communicator with ability to follow-through
- Approachable—loves working with people and values people
- Loves learning—continual learner
- Accountable to others

Ministerial Relations Group

❖ Leadership Development Team

The Leadership Development Team:

- Works with the PCC to develop and implement regular plans for growth in pastoral leadership
- Develops skills for those serving in various capacities within the Presbytery, including an annual retreat to train Presbytery leaders
- Proposes and administers the Presbytery's financial support for preparation for ministry
- Cares for and supervises candidates and inquirers for ordination as Teaching Elders and supervises the preparation of Commissioned Ruling Elders
- Perform annual consultations with inquirers and candidates

This Team makes recommendations to the Presbytery to

- Enroll inquirers in covenant relationship with the Presbytery
- Transfer inquirers and candidates to other presbyteries
- Receive inquirers and candidates by transfer from other presbyteries
- Certify candidates ready to receive a call and give candidates permission to circulate the Personal Information Form
- Remove an individual from Inquirer or Candidate status

Members:

Co-Chairs-Teaching Elder and Ruling Elder

9 members in three classes

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Ability to think strategically over the long-term; see the BIG picture
- Ability to understand and explain Presbytery mission and vision in different settings to different audiences
- Effective communicator with ability to follow-through
- Loves learning—continual learner; effective teacher
- Experienced congregant and church leader able to serve as advisor and mentor
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Deep faith life
- Approachable—loves working with people and values people
- Ability to build trust in relationships and maintain confidences
- Accountable to others

Ministerial Relations Group

❖ Ministers and Congregations Commission

The Ministers and Congregations Commission carries out the following aspects of the Presbytery's mission and ministry.

This Team is commissioned to:

- Appoint administrative commissions of Presbytery for the purpose of ordaining and installing Ministers and commissioning Commissioned Ruling Elders to particular pastoral service with the responsibility to report all such appointments at the next meeting of Presbytery
- Approve renewals of terms of call and contracts for currently-serving Ministers and ongoing commissions for Commissioned Ruling Elders with the responsibility to report all such appointments at the next meeting of Presbytery
- Make recommendations to the Presbytery regarding new terms of call and contracts
- Recommend Presbytery examination of and reception of Ministers of Word and Sacrament by transfer from other presbyteries for the purpose of accepting validated calls to ministry and membership in the Presbytery; and for membership in the Presbytery as at-large and honorably retired minister members
- Review annually the work of all teaching elders and CREs engaged in validated ministries and present appropriate recommendations to the Presbytery
- Counsel with sessions concerning reported difficulties within a congregation, including: (1) advising the session as to appropriate actions to be taken to resolve the reported difficulties, (2) offering to help as a mediator, and (3) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline
- Recommend to the Presbytery the appointment of administrative commissions with authority to assume original jurisdiction in any situation in which it determines that a session cannot exercise its authority
- Propose annually to the Presbytery the minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators for approval by the Presbytery

Members:

Co-Chairs-Teaching Elder and Ruling Elder

9 members in three classes

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Ability to understand and apply policy documents
- Ability to engage in and understand administrative processes
- Ability to maintain confidential information
- Ability to build and maintain trust in relationships
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles and PCUSA Constitution
- Effective communicator with ability to follow-through
- Ability to be non-anxious presence in conflictive situations
- Experienced congregant and church leader able to work with disparate groups,
- Deep faith life
- Approachable—loves working with people and values people
- Accountable to others

Ministerial Relations Group

❖ Pastoral Care Team

The Pastoral Care Team is organized by regions in the Presbytery so that pastors in need of care will be visited by neighboring colleagues. This ministry is a vital one in which at-large and honorably retired minister members may serve. The team is distributed by region as follows:

- North Region: 4 care team members (16 churches)
- South Region: 5 care team members (22 churches)
- West Region: 4 care team members (16 churches)
- East Region: 4 care team members (17 churches)

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Ability to be emotionally and spiritually present with others
- Approachable—loves working with people and values people
- Effective communicator with ability to follow-through
- Experienced congregant and church leader able to serve as open listener and advisor
- Ability to be a non-anxious, spiritually mature presence who can walk with others in times of need
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Deep faith life
- Accountable to others

Mission and Witness Group

❖ Mission and Social Justice Team

The Mission and Social Justice Team carries out aspects of the Presbytery's mission and social justice in the following ways:

- Encourages and supports ministry partnerships among congregations and ecumenical and interfaith organizations which fulfill the mission of church
- Promotes and supports ministries of social racial and environmental justice, peacemaking, and self-empowerment throughout the congregations and through other groups in the Presbytery
- Promotes and supports ministries of proclamation, evangelism, and discipleship throughout the congregations and through other groups in the Presbytery
- Proposes and administers the Presbytery's financial support for church mission

Members:

12 members in three classes

This Team will work in coordination with:

- **Peacemaking Task Force** (current structure retained)
- **Social Justice Catalyst/Self-Development of People Task Force** (8-12 members)

The Self-Development of People (SOOP) ministry affirms God's concern for humankind. We are Presbyterians and ecumenical partners dissatisfied with poverty and oppression, united in faith and action through sharing, confronting, and enabling by participating in the empowerment of economically poor, oppressed, and disadvantaged people, seeking to change the structures that perpetuate poverty, oppression and injustice.

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Ability to create and organize human networks; easily and effectively builds human relationships
- Approachable—loves working with people and values people
- Effective communicator with ability to follow-through
- Ability to effectively advocate for social justice initiatives; commitment to achieving social justice rooted in the Gospel
- Ability to be a non-anxious, spiritually mature presence who can walk with others
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Deep faith life
- Accountable to others

Finance and Stewardship Work Group

❖ Board of Trustees

The Presbytery shall have a board of nine trustees comprised of both ruling and teaching elders. Collectively these officers bear corporate responsibility for maintaining fiduciary trust, the legal duty to act solely in another party's interests. In this case, the Trustees act as a body to look after the financial and legal affairs of the Presbytery and its corporation with an obligation to act in a way that responsibly stewards the long-term interest of the larger church. The work of the Trustees involves attending to the affairs of the Presbytery corporation, oversight of special donations, financial accounts and restricted funds in accord with the Presbytery Financial Policy and managing the real property of the Presbytery and its constituent churches as necessary.

Members:

6 members in three classes

Presbytery Officers—Moderator, Vice-Moderator, Stated Clerk (Note: The Stated Clerk serves as Corporate Secretary)

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Financial experience, esp. experience with trusts, funds, and real estate
- Legal experience
- Effective communicator with ability to follow-through
- Ability to strategically plan for the long-term
- Ability to understand and apply financial policies
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Accountable to others

Finance and Stewardship Work Group

❖ Budget & Finance Team

The Budget & Finance Team carries out aspects of the Presbytery's financial processes in the following ways:

- Prepares and proposes a budget for annual operating expenses to support the Presbytery's mission, ministry, and administrative operations
- Proposes to the Presbytery the means to fund the operating budget
- Conducts a full financial review of all financial books and records every year, with professional external review at east every three years
- Presents a financial report at each business meeting of the Presbytery
- Consults and coordinates with the Board of Trustees concerning financial issues impacting the Presbytery budget
- Consults and coordinates with the Personnel Committee concerning salary issues impacting the Presbytery budget

Members:

9 members in three classes (Note: This group fulfills the Treasurer function)

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Financial experience, esp. budgetary processes
- Accounting experience
- Effective communicator with ability to follow-through
- Ability to work collaboratively with others
- Ability to explain budget and finance concepts to others
- Ability to understand and apply financial policies
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Accountable to others

Administrative and Judicial Group

❖ **Personnel Team**

The Personnel Team provides counsel, guidance, care, and advocacy support for the continuing officers and staff of the Presbytery as defined in the *Presbytery Employee Handbook*. The Team conducts an annual review of the Stated Clerk and continuing professional and support staff of the Presbytery. The Team shall also make recommendations to the Presbytery, through the Presbytery Coordinating Commission, concerning changes in the position descriptions and the compensation of officers, professional staff, and support staff.

Members:

6 members in three classes with the goal of at least one teaching elder and one ruling elder serving on the committee in rotating classes each for three (3) years.

GIFTS, SKILLS, DISPOSITIONS NEEDED

- Experience in human relations or personnel management
- Ability to maintain confidential information
- Ability to develop and maintain trust in relationships
- Effective communicator with ability to follow-through
- Ability to work collaboratively with others
- Ability to read human relationships in various contexts
- Ability to understand and apply personnel policies
- Ordained as Teaching or Ruling Elder with clear understanding of foundational PCUSA/Reformed relational principles
- Accountable to others