

Then I heard the voice of the Lord saying,



I S A I A H 6 : 8

Booklet of
Wabash Valley Presbytery
Descriptions and duties of all
Committees and Ministry
Teams

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Booklet available on the website at www.ourpresbytery.org.

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HERE I AM LORD, SEND ME

The Mission of the Presbytery of Wabash Valley is to create, connect and nurture congregations to fulfill Christ's mission.

To help fulfill this mission the Presbytery has created several committees and ministry teams. The Presbytery exists for the good of its constituent congregations. It functions by involving members of those congregations to comprise the committees and teams.

The Presbytery has vested in a Nominating Committee the responsibility for calling qualified and interested persons to serve and to bring those names to a stated meeting of the Presbytery for vote.

This booklet has been created to facilitate the work of the Nominating Committee by making available under one cover information for every committee or team. It combines statements from The Book of Order, The Standing Rules of The Presbytery of Wabash Valley, and comments from the current moderator of each committee or team.

All who feel themselves called and are qualified to serve on one of these committees or teams should make their interests known to their Session, and the Presbytery office. They will notify the Nominating Committee. The office phone is 574-223-5678 or 800-235-5376.

COUNCIL

Book of Order: G-11.0103v

. . .presbytery council, providing for the regular review of the functional relationship between presbytery's structure and its mission. The presbytery may, by its own established rules, assign to its council responsibility for action between meetings of presbytery on such specific areas of its responsibilities as it shall deem appropriate, assign to its committee on ministry those powers specified in G-11.0502h, and assign to its committee on preparation for ministry authority to dismiss candidates, enroll inquirers, and certify candidates as ready for examination for ordination; with the provision that all such actions be reported to the next stated meeting of the presbytery.

Additions from Standing Rules

“The Council shall:

1. oversee the spiritual life of the Presbytery
2. make recommendations for communications with other governing bodies when necessary
3. authorize its Moderator to annually... appoint a Task Force for the specific purpose of securing new Nominating Committee members who will be presented at Presbytery Assembly for election

From the Current Moderator

The Presbytery Council is responsible for all the business of the Presbytery which must be decided between stated meetings of the Presbytery and coordinates the work of all committees and task forces of the Presbytery and oversees communication within the Presbytery.

The Council is elected by and accountable to the Presbytery Assembly for handling much of the organization and process of the Presbytery and Geneva Center.

Membership of the Council includes:

Officers of the Presbytery

General Presbyter

Moderators of each Standing Committee (except
Permanent Judicial Commission)

Moderators of all Ministry Teams

Twelve at-large members

Meetings

The Council meets approximately 5 times a year. The January meeting is usually an overnight noon Friday to noon Saturday meeting. The other meetings are held on Tuesdays from approximately 10 AM to 2 PM EST at Geneva Center.

ADMINISTRATIVE MINISTRY TEAM

From the Standing Rules

“Members shall be nominated on the basis of their knowledge of current Presbytery goals and operations, expertise in personnel work, and/or expertise in financial management.

The responsibilities of the Administrative Ministry Team shall include:

1. Determining personnel guidelines and policies. . .
2. Reviewing annually the Presbytery staff, using an appropriate written instrument which includes a review of goals and objectives for the year. . .
3. Making recommendations concerning remuneration of Presbytery staff. . .
4. Present to Council. . . a preliminary budget. . .
5. Reviewing regularly the financial position of Geneva Center. . .
6. Maintaining accurate records of each church’s indebtedness. . .
7. Arranging for an external audit of the Presbytery’s books and the books of Geneva Center at least annually.”

There are six other categories dealing with financial matters. See Standing Rules.

From the Current Moderator

Administrative Ministry Team is a combination of a personnel and finance committee. The AMT needs people who have served similar church committees or professional experiences. Experienced ordained ministers are also helpful.

We interview candidates for staff positions, conduct staff reviews, oversee a budget, advise and support the General Presbyter.

Spiritual gifts, skills and/or expertise valuable to this team

Spiritual gifts of a wide range are appreciated. Compassion, patience, and wisdom come to mind. It may take up to a year for new members of AMT to grasp the language and dynamics of middle governing bodies.

Meetings

This Ministry Team meets about eight times a year, at the convenience of the General Presbyter. Meetings are at Geneva Center.

CHURCH DEVELOPMENT MINISTRY TEAM

From the Standing Rules

“The responsibilities of the Church Development Ministry Team shall include”

1. Serving the Presbytery as its agent in establishing new congregations by selecting and purchasing sites, proposing organizing pastors, recommending chartering, and overseeing the development of these congregations following their chartering, until such time as the Ministry Team, the Session of the new congregation, and the organizing pastor concur that the congregation is no longer to be considered a new church development.

2. Recommending budget items related to new church development and to authorizing the expenditure of Church Development funds for support of new church developments.

Church Transformation

1. Serving the Presbytery as its agent in transforming existing congregations.

2-4. Establishes guidelines, makes recommendations, etc.

5. Working in partnership with the Committee on Ministry to provide guidance and support for congregations involved in transformation projects.

From the Current Moderator

The team plans and implements new church development using a variety of sources including demographic studies and city or community growth projections. The team also works on redevelopment of existing churches. Currently we are working on long range plans and goals.

Spiritual gifts, skills and/or expertise valuable to this team

A genuine interest in starting new churches is vital as well as an understanding of the dynamics of how a church develops, ages and matures. A passion for sharing the good news of Christ is essential.

Meeting

Meetings are the fourth Thursday of each month at Geneva Center at 10: AM EST.

COMMUNICATIONS MINISTRY TEAM

From the Standing Rules

“The responsibilities of the Communications Ministry Team shall include:

1. Coordinating all communications
2. Overseeing the Presbytery computer network system
3. Enhancing communication between the churches and the Presbytery especially through the use of technology
4. Encouraging and advocating for good communications through the structure, officers and staff of the Presbytery

From the Team

We are a tech team for e-mail, web-site and Wednesday E-Mail. We are hoping to branch out into video. Our goal is to strengthen the communication (and the desire to communicate) between the Presbytery, Synod and GA with the churches and members of Wabash Valley Presbytery.

Spiritual gifts, skills and/or expertise valuable to this team

It is helpful to have an expertise in technology, an ability to think through and guide people, including Presbytery to communicate. Marketing and PR skills are also a plus.

Meeting

We plan to meet approximately eight times during the year at Geneva Center. We are also on call.

GENEVA CENTER MINISTRY TEAM

From the Standing Rules

The responsibilities of the Geneva Center Ministry Team shall include providing programs of Christian education and spiritual nurture for children, youth and adults in support of the churches of the Presbyteries of Wabash Valley and Whitewater Valley; providing facilities and program support to any and all entities of the Presbytery; providing hospitality. . .; developing, promoting, and providing an annual Christian summer camping program for children, youth, adults, and families; establishing a Personnel Sub-committee and in consultation with the Administrative Ministry Team recommend to Presbytery Personnel Policies for Geneva Center.

From the current moderator

The Geneva Center Ministry Team (GCMT) supports the on-going ministry in the Presbytery of Wabash Valley for Christian hospitality at Geneva Center Camp and Conference Center at Rochester, Indiana. The team supports the Director for Geneva Center and staff and is involved in decisions related to finances, programming, and other needs that may arise.

Spiritual gifts, skills and/or expertise valuable to this team

Members should have a strong commitment to Geneva Center and its continuing growth. Some financial background or understanding is helpful. There needs to be a willingness to be "hands on" when the need arises. In addition to the PWV members, there are three representatives invited from Whitewater Valley to sit on the team.

Meeting

The team meets quarterly at Geneva Center. When hosting Presbytery Assembly, it is good for members to be present as hosts.

INTERIM MINISTRY TEAM

This team is responsible to the Council, whose task will be to work in collaboration with the Interim General Presbyter to:

- Help focus the Presbytery (its staff, officers, ministry teams, and other program groups) on the interim tasks,
- Be a channel of effective two-way communication among various ministry groups, and between the Presbytery and its congregation and their leaders, and
- Ensure a structure and process that will provide continuity between the learning of the interim period and the arrival of the new Presbytery of Wabash Valley

The Interim Ministry Team shall seek to assist the Council in its effective completion of the five developmental tasks of the interim period:

- As it engages in the interim process through recommended readings, occasional “exploring our future” activities, helping to arrange and host listening conferences, and promote in other possible ways the necessity of new behaviors (change) during this interim time, and
- As it seeks to communicate to the Presbytery and its congregations that the naming of a Presbyter Search (Nominating) Committee will occur only after the Interim Ministry Team, the Interim General Presbyter, and the Council deem a readiness by virtue of the completion of the interim tasks. Essential to that readiness is the completion of a comprehensive mission study and its complementary vision, priorities, and goals. This will enable the Presbyter Search (Nominating) Committee to more effectively match the gifts, skills, and experience of the presbyter candidate with the requirements of Wabash Valley Presbytery’s future direction for ministry.

Meeting

The team meets the fourth Monday of each month 2:00-5:00 p.m. at Geneva Center.

Membership

Authorized as a seven to nine in membership.

COMMITTEE ON MINISTRY

Book of Order: G-11.500, G-14.0502

This committee is charged with a ministry to ensure open communication of encouragement to all congregations and minister members in the Presbytery. In our congregations, this is achieved primarily through contact with those serving as pastors and with the sessions of the particular congregation focusing on gifts of individuals rather than administration by a committee reflecting a clear and singular point of contact. With our validated ministry & non-parish minister members, this is achieved through contact with those living and serving within the bounds of the presbytery in non-parish settings. Much work is done with congregations undergoing pastoral transition. The goal of the committee is to help every congregation experience a ministry of healthy excellence for the cause of Christ. Specifics of the duties and responsibilities of this committee are spelled out in *Book of Order*, the presbytery's standing rules, and the committee's manual.

Membership of the Committee on Ministry:

Fifteen elected at-large members, including

Moderator

Vice Moderator

Coordinators

Family Size Churches - 50 and under in worship

Pastoral Size Churches – 51-150 in worship

Program Size Churches – 151 and above in worship

Transitional Care Team Moderators

Family Size Churches (with a team of 7-15)

Pastoral Size Churches (with a team of 7-15)

Program Size Churches (with a team of 3-5)

Congregational Life Team Moderators

Family Size Churches (with a team of 7-11)

Pastoral Size Churches (with a team of 9-13)

Program Size Churches (with a team of 3-5)

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Validated and Non-Parish Ministry Team Moderator
(with a team of 8)

Training Team Moderator (with a team of 5)

Pastoral Leadership Development Team Moderator (with
a team of 7)

Trauma Response Team Moderator (with a team of 10)

General Presbyter and Stated Clerk – ex-officio

Terms are for three years, with a second three year term possible.

From the Current Moderator

The Committee on Ministry continues to work at becoming a partner in the ministry of the congregations and pastors in our presbytery. We are accomplishing this by continuing our ministry with those congregations in turmoil and transition; by working to ensure every session is visited by someone from their congregational life team; by communicating more with our minister members in validated ministries and other non-parish settings; and by increasing our contact and awareness of our at-large and retired members. The committee also remains aware of the fact that feeding the ministry of our congregations and pastors is more beneficial to all of us, as opposed to continually fighting fires and battles. We remain in the painful process of shifting our time and energy from focusing on issues that are life draining and negative to those that will ensure healthy and positive impacts within the life of our presbytery.

Spiritual gifts, skills and/or expertise valuable to this team

Gifts of encouragement, admiration, patience, compassion, and confidentiality. A willingness to be a servant, speak the truth in love, and keep the overall health of congregational and pastoral leaders of the presbytery in view.

Meeting

The committee meets at an overnight retreat in January and then the first Thursday of each month, with the teams rotating through at least twice a year meeting in the morning prior to the regular committee meeting.

COMMITTEE ON PREPARATION FOR MINISTRY

Book of Order: G-11.0103 (I)

. . .to enter into covenant relationship with those preparing to become ministers of the Word and Sacrament by enrolling them as inquirers, to receive inquirers as candidates, and to certify candidates as ready for examination for ordination.

See also G-14.0300 for information on inquirers.

From the Current Moderator

The responsibilities of CPM include handling the documentation that is required to track an individual through the process of becoming an Inquirer, moving to Candidate, and accepting a call for ordination. The denomination requires that the CPM follows very specific guidelines to ensure that our new Ministers of the Word and Sacrament are prepared in the best way possible for work in our churches. There are forms for every step, which must be coordinated and reported on the Presbyterian PROMPT system. We do take the documentation responsibilities seriously and keep close, up-to-date records.

Another responsibility is elevating the discernment process, which is truly the heart of the CPM's calling. Each committee member is liaison for two or more Inquirers/Candidates. We are to keep in very close contact with them, supporting, guiding, and praying for them. At every contact, we work to help the Inquirer/Candidate refine his/her call to the ministry. Our retreats focus on that critical part of our work.

Several members of Presbytery serve as ordination examination readers in the Chicago region. They are nominated by CPM and elected by Presbytery Assembly.

Spiritual gifts, skills and/or expertise valuable to this committee

The need to be able to comfortably care for and communicate with Inquirer/Candidates is essential. It is also important to be well grounded theologically, to possess the ability to assess people's gifts and calling, and to have the gift of discernment. Being familiar with or willing to learn the intricacies of Book of Order G-14.0300 is also a part of the committee responsibilities.

Meeting

The CPM meets 11 months each year, usually at Geneva Center. Two special exceptions are the February meeting used as a 3-day training retreat for CPM members and the June meeting used as a 3-day retreat for Inquirers and Candidates.

During the year we meet with Inquirer/Candidates as necessary, work with seminaries, prepare Candidates for examination on the floor of Presbytery, and continue to communicate with those under our care.

NOMINATING COMMITTEE

Book of Order G-4.0403

The function of the Nominating Committee is to present to the Presbytery for its concurrence nominations of ministers of the Word and Sacrament, elders, and others where appropriate, for service in various capacities, including: members and moderators of Presbytery committees and ministry teams; officers of the presbytery; positions on the committees, boards and agencies of Synod and General Assembly and commissioners and youth advisory delegates to the Synod and the General Assembly. (See Article 8, Section 9.7 of The Standing Rules of the Presbytery of Wabash Valley)

The committee is comprised of twelve (12) members, plus a moderator from the Presbytery at large.

Spiritual gifts, skills and/or expertise valuable to this team

A knowledge of potential candidates; a willingness to make supplicatory or otherwise persuasive telephone calls to prospective clergy and laity;

Meeting

Meetings are ordinarily held five times per year at Geneva Center from 10:00 am to 2:00 pm. Contact work is done individually, usually by telephone. Time required varies. Terms are three years with a second three year term possible.

COMMITTEE ON REPRESENTATION

Book of Order G-9.0105

(The) committee on representation, (shall have a) membership consisting of equal numbers of men and women. A majority of the members shall be selected from the racial ethnic groups within the governing body, and the total membership shall include persons from each of the following categories:

Majority male, majority female, racial ethnic male, racial ethnic female, youth male and female and persons with disabilities.

The main function shall be to advise the governing bodies with respect to their membership and to that of their committees, boards, agencies, and other units in implementing the principles of participation and inclusiveness to ensure fair and effective representation in the decision making of the church.

The committee shall serve both as an advocate . . .and as a continuing resource to the particular governing body in these areas. The committee shall review the performance of its own governing body in these matters and shall report annually to it and to the next higher governing body with recommendations for any needed corrective action.

PERMANENT JUDICIAL COMMISSION

Book of Order-D-2.0100

Judicial process is the means by which church discipline is implemented within the context of pastoral care and oversight. It is the exercise of authority by the governing bodies of the church. The presbytery, the synod, and the General Assembly conduct trials and hearings through permanent judicial commission.

To meet the goals. . .the investigating committee may initiate if it deems appropriate, and with the written consent of all parties involved, alternative forms of resolution conducted by professionally trained and certified mediators and arbitrators. The purpose of this process is to achieve justice and compassion for all parties involved through mediation and settlement.

From the Current Moderator

The commission is the intertwining of legalistic procedures with the facts of a relational community.

Spiritual gifts, skills and/or expertise valuable to this committee or team

It is helpful to have knowledge of the annotated Book of Order, an understanding of psychology of relationships and the temperament to review both within the structure of the Word.

Meeting

The commission meets as required by specific cases according to timelines set forth in the Book of Order. It meets at various places for purposes of hearings, often at Geneva Center.

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Meetings are often infrequent and dependant on a pending case.

