

## Oregon Synod Council Member Position Description - 2018

### OREGON SYNOD COUNCIL MEMBER GENERAL JOB DESCRIPTION

Synod Council members will carry out the constitutionally defined duties and responsibilities of the Synod Council. In doing so, each Council member will:

1. Guide the work of the whole synod as directed by the Oregon Synod Assembly.
2. Be active members of an Oregon Synod congregation.
3. Prepare for and attend all Oregon Synod Council Meetings: three to five Council meetings per year (usually face-to-face, Friday noon to Saturday noon in varied locations in Oregon, but may be via phone conference or online), plus one preparatory Council meeting on the day/evening preceding the annual Oregon Synod Assembly.
4. Be able to receive documents electronically and participate in online meetings.
5. Represent the synod strategic work; be prepared to help develop, speak to, and promote synod goals and priorities.
6. Attend all meetings of the Oregon Synod Assembly.
7. Participate on task forces and committees as needed to carry out the business of the Council between meetings.
8. Engage in Biblical work, prayer, and other faith practices both in and outside of Council meetings.
9. Gain understanding of the current environment and skills required in the work of the Oregon Synod, including:
  - Learning about and understanding changing culture.
  - Understanding and developing adaptive leadership skills.
  - Maintaining a positive attitude and approach to the work together.
  - Practicing good relational skills and building relationships with others
  - Treating others with respect, even in disagreement
  - Listening with empathy
  - Responding in a timely manner to requests for information, ideas, and input
  - Engaging in open, honest conversation

## OREGON SYNOD CONSTITUTION EXCERPTS

Below are relevant excerpts from the Oregon Synod Constitution that define the duties and responsibilities of the Oregon Synod Council and Oregon Synod Council Members. Sections in regular type are Oregon Synod constitutional provisions. Sections marked with a '+' symbol are provisions of the ELCA Constitution. Sections in *italics* are bylaws of the Oregon Synod Constitution.

### SYNOD COUNCIL

*Defined in Oregon Synod Constitution, Chapter 10*

+S10.02: The Synod Council shall be the board of directors of this synod and shall serve as its interim legislative authority between meetings of the Synod Assembly. It may make decisions which are not in conflict with actions taken by the Synod Assembly or which are not precluded by provisions of this constitution or the Constitution and Bylaws of the ELCA.

S10.03: The functions of the Synod Council shall be to:

- a. Exercise trusteeship responsibilities on behalf of this synod.
- b. Recommend program goals and budgets to the regular meetings of the Synod Assembly.
- c. Carry out the resolutions of the Synod Assembly.
- d. Provide for an annual review of the roster of ordained ministers and of other official rosters, receive and act upon appropriate recommendations regarding those persons whose status is subject to reconsideration and action under the Constitution and Bylaws of the ELCA, and make a report to the Synod Assembly of the Synod Council's actions in this regard.
- e. Issue letters of call to ordained ministers and letters of call to associates in ministry, deaconesses, and diaconal ministers as authorized by Chapter 7 of the Constitution and Bylaws of the ELCA.
- f. Fill vacancies until the next regular meeting of the Synod Assembly except as may otherwise be provided in the constitution or bylaws of this synod, and determine the fact of the incapacity of an officer of this synod.
- g. Report its actions to the regular meeting of the Synod Assembly.
- h. Perform such other functions as are set forth in the bylaws of this synod, or as may be delegated to it by the Synod Assembly.

*S10.07.5: The Synod Council shall be responsible for the following additional duties:*

- a. *Provide program review for the entire synod, including its commissions, committees, clusters and relationships with other entities.*
- b. *Be responsible for the overall governance of the synod.*
- c. *Provide a link with churchwide and regional levels of the church.*

- d. *Be responsible for institutional relations within this synod, such as schools, agencies, and special care facilities.*
- e. *Appoint a Finance Committee to:*
  - 1. *Be responsible for developing the annual budget of this synod and submitting it to the Synod Council and Synod Assembly.*
  - 2. *Monitor synodical financial operations so as to insure fiscal integrity of the synod.*
- f. *Be responsible for mission interpretation in the broad sense.*
- g. *Stimulate development of goals and vision for the synod.*
- h. *Be responsible for planning Synod Assemblies.*
- i. *Process resolutions and memorials for consideration at the synod or churchwide assemblies.*
- j. *Act upon requests for alignment of congregations within multiple point parishes.*
- k. *Determine the time and place of a regular and special Synod Assembly.*
- l. *Be responsible for additions or changes in cluster alignments.*
- m. *Appoint a Reference and Counsel Committee for the Synod Assembly consisting of seven members, which shall review all proposed changes or additions to the constitution and bylaws and other items submitted which are not germane to items contained in the stated agenda of the assembly.*
- n. *Do all other things necessary to carry out the mission, programs and legal responsibilities of the synod.*

#### SYNOD COUNCIL MEMBERS

##### +S10.01.

- a. Each person elected to the Synod Council shall be a voting member of a congregation of this synod.
- b. The term of office of members of the Synod Council with the exception of the officers and the \*OLYO youth member, shall be three years, with a limit of two terms (6 years).

S10.07.02: The term of office of members shall begin on the first day of the third month following election.

*\*We no longer have an OLYO from which to glean a member.*