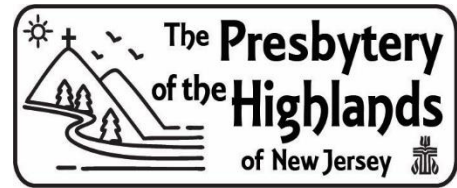


Purpose of the Committee on Ministry for the Presbytery of the Highlands of New Jersey



Purpose and Authority

The Committee on Ministry (COM) nurtures and cares for all teaching elder members of the Presbytery, and for Certified Christian Educators, and Commissioned Ruling Elders while they are serving congregations in the Presbytery. The COM also nurtures and cares for the congregations of the Presbytery and the relationships between congregations and pastors.

The Presbytery of the Highlands of New Jersey confers the powers of a Commission on the Committee on Ministry in matters of:

- receiving and dismissing Ministers of Word and Sacrament of the PCUSA and ministers for other denominations desiring to become members of the Presbytery
- approving the following aspects of pastoral relationships between Pastors, Certified Christian Educators and Commissioned Ruling Elders and congregations:
 - Calls and Covenants
 - Terms of Call including annual review and minimum Terms of Call.
 - Appointments of moderators
 - Dissolution and Severance, when necessary
- approving particular validated ministries of continuing members of the Presbytery.

Recommendations of the Committee on Ministry that require Presbytery approval are:

- the Honorable Retirement of ministers,
- the ordination examination of Candidates under Care of the Presbytery who will be serving in one of the Presbytery's congregations or serve in a validated ministry.

Responsibilities

- Maintains open communication, visits and consults with ministers and Sessions, through liaisons to congregations.
- Reports annually to the presbytery, the type of work each minister is engaged in.
- Makes recommendations to the presbytery regarding the establishing and dissolving of pastoral calls and temporary pastor covenants.
- Counsels with churches regarding calls for permanent and temporary pastoral relations, guiding and resourcing PNCs and Search Teams.

- Provides for the implementation of EEO for teaching elders and candidates.
- Provides oversight to congregations without pastors.
- Is authorized by the presbytery to find in order calls issued by churches, to approve the examination of teaching elders transferring from other presbyteries, to dissolve pastoral relationships where pastor and congregation concur, and to dismiss teaching elders to other presbyteries, provided all such actions are reported to the next stated meeting of the presbytery.
- Promotes the peace and harmony of congregations. Inquires into the sources of congregational discord, counsels with sessions concerning reported difficulties within a congregation advises the session as to appropriate actions to be taken, offering to help as mediator, and acting to correct difficulties, if requested to do so by the session or if the session is unwilling or unable to do so. (G-3.0303d)
- Promotes congregational health and vitality; counsels with sessions regarding their strategy for mission.
- Provides encouragement, guidance, and resources to congregations.
- Recommends minimum compensation standards for pastoral calls, Ruling Elders Commissioned to Pastoral Service, Certified Christian Educators and Certified Associate Christian Educators within the presbytery.
- Authorizes and trains specific ruling elders to administer or preside at the Lord's Supper when it deems it necessary to meet the needs for the administration of the Sacrament.

Structure of Committee on Ministry

In order to do its work, COM members have individual liaison assignments for particular congregations as well as serving on one of the working teams of the whole committee.

The Committee on Ministry ordinarily consists of no fewer than 18 and no more than 24 members, drawn from the congregations and members of the presbytery. Ordinarily the team will include both ministers and ruling elders, both male and female, and representative of the diversity of the congregations of the presbytery, in size, geography, demography, and theology.

Members of the committee are elected by the presbytery to serve a three-year term, with the option of renewal for one successive term. For purposes of decision-making, a quorum shall be 50% plus one of the members of the committee.

The COM working teams are:

- Clergy Care Team
- Congregational Care Team

- Pastor/Parish Relationships Team

The Committee on Ministry and Missional Ministry Team work together in supporting congregations during times of transition with a mission study/discernment study process.

Clergy Care Team

- Conduct entry examinations
- Pastoral care and/or referrals
- Clergy, CRE, CR-Educators Care
- Board of Pensions: Medical & Pension for individual members, Shared Grants, emergency assistance, temporary and long-term disability, etc.
- Oversight of the Clergy Care Fund/Applications
- Validated non-parish specialized ministry
- Educational Opportunities

Congregation Care Team

- Review Ministry Information Forms
- Liaison's Function
- Exit interviews
- Development and/or review of guidelines and policies related to pastors and congregations.
- Educational Opportunities

Pastor/Parish Relationships Team

- Review Terms of Call
- Reviews Covenant Agreements and renewal agreements with temporary supply pastor positions
- Ordinations and/or Installations
- Board of Pensions: Interpretation for Congregations and Pastors. Assistance for congregations in understanding Board of pension dues, plan and benefits.

Spiritual Gifts, Passion and Qualifications:

- Administrative/organizational abilities
- Good listening skills; able to bring a non-anxious presence and to advise in difficult and complex situations
- Wise and creative problem-solver, open to the work of the Spirit
- Passion for cultivating leadership that can help churches thrive.
- Able to handle confidential information appropriately.