

Province 1 Representative to the Executive Council of General Convention

To be elected at the May 2024 Provincial Conference

Term of office: 6 years

Number to be elected: 1 Clergy

The Executive Council of General Convention is an elected body representing the whole church. In the three years between General Conventions, the Executive Council meets quarterly. The Executive Council has the duty to carry out programs and policies adopted by the General Convention and to oversee the ministry and mission of The Episcopal Church. Currently, the Executive Council is composed of twenty members elected by General Convention (four bishops, four priests or deacons, and twelve lay leaders) and 18 members elected by the nine provinces of The Episcopal Church. Members carry out the program and policies adopted by the General Convention and have charge of the coordination, development, and implementation of the ministry and mission of the Church. The Executive Council is required to manage the budget of the Church, submit to the General Convention a budget for the next triennium, and make annual reports to the Church of receipts and disbursements and a statement of all trust funds and properties. They also serve as the Board of Directors of the Domestic and Foreign Missionary Society. The Council does its work within four standing committee foci: Governance & Operations, Finance, Mission Beyond and Mission Within. Click here to read the Executive Council mandate:

https://extranet.generalconvention.org/governing_and_interim_bodies/executive_council/mandate

Job Description

Qualities, Competencies, and Expectations: All nominees must have a commitment to the ministry of Council Member and the time to fully participate. Council members need a deep commitment to God's Church, strong faith, openness to new ideas, flexibility, the ability to communicate in small and large groups, and a broad perspective of the Church. Specific skills and gifts are desired in the areas of understanding of the workings of The Episcopal Church, including Church Polity, the General Convention, and the Anglican Communion. Special knowledge of finances and budget management, organizational development, proven advocacy skills, the planning and implementation of assignments, and experience having served on a board or boards, are desired. All nominees must be a deacon or priest canonically resident in one of the seven dioceses which are constituent members of the Province.

Term: This six-year term will begin immediately following the 81st General Convention (2024) and conclude at the last close of the 83rd General Convention in 2030.

Meetings: Meetings of the Executive Council are in person unless otherwise scheduled in a virtual format for exigent reasons. (Virtual meetings were the norm during the Covid pandemic.) Members must be able to attend and participate in all scheduled Executive Council meetings, and other such task forces and special working groups of Council, as appointed. Members are expected to arrive on time and remain until the close of the meeting. Advanced reading and preparation for each meeting of Council is required.

As an elected representative from the Province, the Council member is expected to report to the Provincial Executive Committee and Provincial Conference at regularly scheduled meetings (At least once quarterly; potentially more at the request of the Provincial Executive Committee).

Number of meetings per year: Three (generally held in February, June, and October); customarily, there are two 3-day meetings, and one longer 4-day meeting within the triennium. Travel days will likely extend the amount of time committed to a particular meeting; Executive Council representatives should expect approximately 30 days of commitment to this role annually.

Meeting locations: Locations vary and take place throughout all 9 Provinces of the Episcopal Church.

Committee participation: All Executive Council members serve on a Joint Standing Committee. In addition, members will be appointed to other task forces or working groups of the Council, which generally meet in the interim between Council's regular meetings virtually, or occasionally in person.

Meeting expenses: Travel arrangements are made through an approved agency and are paid for by the General Convention budget. Approved out-of-pocket expenses related to attending a Council meeting will be reimbursed.

Interpretation: Interpretation and translation for Spanish speakers is in place for Executive Council meetings, Joint Standing Committees, etc. Other accommodations for language interpretation needs will be addressed on an as needed basis.

Nomination process: Executive Council members are elected at a provincial conference, when it is held in a General Convention year (prior to the Convention.) Each province elects one clergy and one lay representative, although not concurrently, but rather at alternating pre-General Convention synods. Nominations for the Clergy Representative to the Executive Council, to be elected in May 2024, must have a Nomination Form completed and returned by **May 1, 2024**. Your name and contact information will be forwarded to the offices of General Convention for a background check. Additionally, the biographical information and ministry questions listed below must be returned to the Provincial Coordinator by **May 8** for distribution in advance of our May 29 Provincial Conference.

For questions and more information, please contact:

Will Harron, Province 1 Coordinator

coordinator@province1.org

413-768-0454

Nominees Information

*Please submit this information via .doc or .docx format along with a digital photograph by **May 8, 2024** for distribution to Conference delegates and bishops in advance of our May 29, 2024 Provincial Conference to Province 1 Coordinator Will Harron at coordinator@province1.org. All potential nominees must fill out this **form**.*

*Your nomination materials must be reviewed and endorsed by an elected delegate of the Provincial Conference as well as a Bishop from Province 1. Endorsement can take the form of an email from the delegate and the bishop to the Provincial Coordinator. It is the responsibility of the nominee to reach out to and secure review and signature from their delegate and bishop by **May 8, 2024**.*

Biographical Information

(Please limit this information to one page)

1. Current service in the Church (parish, diocese, province, churchwide) and in the community.
2. Prior service (same as above, with dates, including offices and positions held).
3. Education (institutions, degrees, fields of study, and dates).
4. Publications; special skills.
5. Any other qualifications/experience which make you an especially appropriate nominee for this position.
6. Enclose a digital photograph.

SEPARATELY FROM THE ABOVE, PLEASE ANSWER THE FOLLOWING:

(Please limit this information to one page)

1. What do you consider the three most important issues facing the Episcopal Church in the next six years?
 - A. Why do you consider them important?
 - B. What do you think the Church should be doing in response to each of these issues?
 - C. As a potential member of Executive Council, how do you see yourself contributing to such an effort?
2. Why do you, at this time in your life, feel you can and want to take on the responsibility of serving as Clergy Representative to the Executive Council?
 - A. What interests you about the work of the Executive Council?
 - B. What particular qualifications/experience/interests/expertise would you bring/contribute to the work of the Council?
3. Since the Provincial Representatives to the Executive Council are there to represent the seven dioceses of the province at the churchwide level (and to communicate from the churchwide level back to the dioceses), how would you propose staying in touch with the life, ministry and leadership in each of our dioceses?