

Job Description: Congregational Connections Committee

Overview: The Congregational Connections Committee connects congregations so that they might share ministry together. An important aspect of the PC(USA) denomination is the connectional nature of the Church. The Committee seeks to make the body of Christ in Northeast Georgia Presbytery healthier and stronger.

The Committee submits an annual report to Coordinating Team, highlighting its accomplished, ongoing, and planned work.

Terms of Service: The Committee is composed of nine (9) persons, with parity between **non-ordained persons, Ruling Elders, and Ministers of the Word and Sacrament** elected in classes of three (3) persons for **three-year terms and renewable for one term**.

Meetings: The Committee meets quarterly and on an additional as-needed basis. Meetings are virtual. Additional meetings are typically e-mail votes for time-sensitive issues.

Requirements: Committee members should be familiar with the Constitution of the Presbyterian Church (USA), specifically the *Book of Order*, as well as the Presbytery's [Manual of Operations](#). Members of Congregational Connection Committee are expected to be proactive in communicating with churches throughout Northeast Georgia Presbytery. Each member typically works most closely with those churches within his/her Mission Community.

Responsibilities of the Chair: The Chair is responsible for oversight and functioning of the Committee, as defined in the overview above; and for facilitating meetings, including developing agendas, gathering documents and other information, communicating to the committee members in a timely and effective manner; and ensuring minutes of meetings are taken and provided to the Presbytery Office. Other duties include reporting (written) to Presbytery via the Stated Meeting handbooks; developing, in consultation with the committee, an annual budget request with rationale; and attending Stated Meetings of Presbytery when the committee has business or announcements. The Chair may also serve as the committee's representative to the Coordinating Team, which requires attendance at four meetings per year, and fulfilling the responsibilities of the Team (see separate job description).