Duties and Responsibilities of Members of the ~~as~~ Liaisons~~s~~ Team of COMMP

OVERALL RESPONSIBILITIES

E~~The responsibilities of~~ ach member of the Committee on Ministry (COMMP) Liaison Team is to:

~~can be seen in two major parts:~~

1.To act as liaison with assigned churches, ~~; to~~ providinge their sessions with the guidance and support needed to grow and strengthen their ministries.

~~1.~~ 2. ~~and t~~To make reports to the Liaison Team ~~COM~~ with recommendations for action as needed.

~~2. To participate in committees, commissions, task forces, deliberations and decisions of the Committee on Ministry.~~

INTRODUCTION AND OBJECTIVES

Through this team, the COMMP will fulfill its mission to support and guide the session of each of the presbytery's churches in creating a community responsive to the leadership and work of the Holy Spirit and effective in its efforts to serve its members and its larger community.

Liaisons will be members of the Liaison Team, and e~~E~~ach member is asked to be the primary liaison with 3 – 5 churches. The objectives as a liaison are:

1. to become familiar with the history and activity of the congregation of which they are most proud as well as the times and issues in the congregation that have challenged the church to live out its vision.~~;~~
2. to become familiar with the current activity of the congregation (how do they do stewardship/what is mission to them); and to provide information concerning additional resources the liaison thinks would be helpful to the congregation.
3. to encourage and support the pastor(s) in his or her efforts to find clarity in carrying out the pastoral role and in developing a healthy lifestyle. ~~become acquainted with the pastor and, if at all possible, the pastor's family;~~
~~3.~~4.to obtain a clear statement of the continuing education choices of the pastor and the reasoning of how these choices will benefit the congregation.
~~4.~~5.to become aware of how decisions are made, activities planned and carried out;
~~5.~~6.to become aware of the strong lay leaders among the congregation or session;
~~6.~~7.to become aware of the congregation's vision and strategies for reaching that vision;
~~7.~~8.to become aware of the points of tension within the congregation/session or between session and pastor/or among staff people; and
~~8.~~9.identify barriers to growth (growth being both numerical and growth of members personally).

Being able to meet the above objectives will require developing relationships of trust between you and the pastor, you and the session or members of the congregation. Developing this trust will require time, communication, actual presence among them and, most of all, genuine interest in another congregation—who they are and how God is at work in and through them.

DUTIES OF THE MEMBER AS LIAISON WITH ASSIGNED CONGREGATIONS

1. Pray for the pastor(s) and congregation.
2. Encourage and support the development of a process of pastor evaluation through which the session and the pastor(s) support one another in growing in effectiveness in providing leadership to the congregation. This would include regular communication with those leaders who directly carry out this responsibility.
3. Encourage and support the development of a dynamic vision statement which provides ongoing guidance and direction to the leadership and congregation as it seeks to serve Jesus Christ in the community and the world. A copy of this vision statement should be known by the liaison and should guide this person in understanding the congregation.
4. Sign up for all regular communications and social media connections ~~Ask to be put on their newsletter mailing list.~~
~~3. Attend any special events they sponsor – chicken suppers/bazaars, etc.~~
5. Request the opportunity to sit in on session meetings ~~just~~ to bring greetings from COM, hear concerns, and then to observe what they do and how they do it.
6. Worship with them 2 or 3 times a year. (This is not a possibility for clergy, unless a pulpit supply can be arranged, or a pulpit trade).
7. Obtain a copy of the plan for the annual training provided by the session for its new members and suggest activities and areas of interest that are helpful in strengthening the leadership of each particular church.
8. Pass on to the COMMP any suggestions for activities and areas of interest that the liaison believes would be useful to other liaisons and/or provide guidance for larger presbytery wide training opportunities.
~~6. Request birthdays and anniversaries for the pastor and pastor's family – send cards.~~
~~7. Arrange through the clerk of session, or other session members for a card shower showing appreciation of the pastor(s), or something similar for the pastor at least every other year or on a yearly basis.~~
~~8. Request pastor(s) to provide you with their ordination date (or obtain from Stated Clerk's office), so that Presbytery as a whole can recognize 10/15/25/30/35/40 year anniversaries. You can remember the ordination anniversary annually, and perhaps coordinate this with the congregation's way of showing appreciation of the pastor(s).~~
9. Guide the session and congregation during times of difficulty or during transitions between pastors. (Directions and training for all the parts of transition between pastors, from saying good-bye to saying hello will be provided) (Exit Interview; Training the PNC.)
10. Counsel the session in regard to the salary and benefits of the pastor(s).

DUTIES OF THE MEMBER AS LIAISON WITH COM

1. Report what you are discovering to COM.
2. Request assistance from COM when you encounter obstacles or points of confusion with congregation or pastor.

3. Remind COM of contract renewal dates if you are working with interim, or supply pastors.
~~3.~~4. Participate in the regular efforts of the presbytery to train, supervise and debrief the liaisons to prepare and strengthen their ministry to the congregations.

Approved by Committee on Ministry, March 11, 2003.

LB:smm
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