

INTERESTED?

If you are interested in serving in one of these diocesan leadership roles - **Council of Trustees; Standing Committee; Disciplinary Board; or General Convention Deputy**:

- Go to <https://diocesecpa.org/diocesan-convention/> to download and complete a Nomination form.
- Return the completed form, with permission form, bio and photo to Nominations Committee Chair, Amy Swiernik, amyecwcpa@comcast.net.

**The deadline for all nominations is
June 1, 2018**

If you are interested in serving as a **Convenor** or **Assistant Convenor**, contact the person serving as the Convenor currently to express your interest. Current Convenors and Assistant Convenors are listed at <https://diocesecpa.org/current-convenors-and-assistant-convenors/>

Please note, more detailed descriptions of each committee's responsibilities can be found at <https://diocesecpa.org/diocesan-convention/>

If you have any questions, please contact Canon Alexis Guszick at aguszick@diocesecpa.org or 717-236-5959 ext. 1108



EPISCOPAL DIOCESE OF
CENTRAL PENNSYLVANIA

Do You Feel Called to a Leadership Role in our Diocese?

Diocesan Committee Membership

Episcopal Diocese of Central Pennsylvania
101 Pine Street
PO Box 11937
Harrisburg, PA 17108
717-236-5959
www.diocesecpa.org

ELECTED OPPORTUNITIES

COUNCIL OF TRUSTEES

See: Title I, Canon III, Section 1-4

The Council of Trustees (COT) performs in the role equivalent to the board of directors of a non-profit corporation, under the laws of the Commonwealth of Pennsylvania, and acts consistently with the Canons of the Episcopal Church and the Diocese.

The function of the COT is to oversee the program and mission of the Diocese by encouraging and supporting Diocesan mission and ministry, serving as liaisons to Diocesan committees, and communicating the good news of God's Mission in our Diocese.

Members: 1 clergy and 2 lay members are elected by Convention each year for a 3-year term.

Membership is composed of those elected by Convention; the Convenors and Assistant Convenors, elected by the Convocations; the Bishop; Chancellor; Secretary; Treasurer; President of the Standing Committee; President of the Episcopal Church Women; a Representative of the Youth Advisory Board; and Canon for Finance and Operations.

Key Duties Conferred by Canons:

- The Council of Trustees serves as the governing body of the diocese and serves as custodians of the diocese's real estate, assets and fiscal affairs, in consultation with the Bishop.
- It carries out the program and work of the Annual Convention when Convention is not in session.
- The Council establishes the Finance Committee and any other committees as it deems necessary for the proper administration of the corporate and fiscal affairs of the Diocese.

Members' Responsibilities:

- Be well-versed in our Diocesan Constitutions and Canons and familiar with TEC Constitution and Canons, and the structure of the diocese.
- Pray for the health and vitality of the Church; her people, clergy, neighborhoods and programs
- Attend quarterly meetings as scheduled
- Prepare for meetings having read any materials sent out in advance.
- Serve as a liaison to a diocesan program and file quarterly reports for COT review
- Serve in your parish, convocation and elsewhere as a voice of support for the Episcopal Diocese of Central Pennsylvania
- Bring news and communication of the diocese to the wider diocese
- Educate our parishes about the roles, structure and polity of our diocese
- Serve as custodians of the properties of the diocese

Meetings: At least 4 meetings are held a year; once per quarter. Meetings are usually alternated between a Thursday afternoon meeting in Harrisburg (2:00 - 4:00pm) and a Saturday morning meeting in Selinsgrove (10:00am—2:00pm with lunch provided).

NON-ELECTED OPPORTUNITIES
(by Appointment of the Bishop)

RESOLUTIONS COMMITTEE

See: Rule I, Section 1 of the Diocesan Canons

All resolutions are submitted in writing to the Resolutions Committee four months prior to Annual Convention. The Committee reviews Resolutions and assists presenters in the correct format and requirements for presenting a resolution to Convention. The Committee then reports on the resolutions to the Annual Convention with its recommendations, and guides the discussion and voting at the Convention.

NOMINATING COMMITTEE

See: Rule I, Section 2 of the Diocesan Canons

The Nominating Committee nominates candidates for offices to be filled by the Convention. They oversee the nomination process: receiving the names of candidates; sending them to each congregation; and distributing the complete slate of candidates to all lay delegates and clergy before Convention.

If you are interested in serving, contact Alexis Guszick at aguszick@diocesecpa.org or 717-236-5959 ext. 1108

COMMISSION ON MINISTRY

See: Title III, Canon I of the Diocesan Canons

Role: The Commission on Ministry (COM) guides and oversees the discernment by persons in the diocese who have expressed a call to Ordained Ministry, as a Deacon or Priest, or to particular lay pastoral or leadership ministries. The COM works closely with Parishes, the Standing Committee, the Stevenson School for Ministry, and the Examining Chaplains in this work.

Membership: 12 members, six clergy and six lay, appointed by the Bishop.

Meetings: the COM meets once a month, usually on a Tuesday afternoon, with meetings alternating time between commission business and interviewing persons in discernment. The COM also holds a Retreat for Postulants and Candidates on a Saturday in January.

If you feel called to serve on the Commission on Ministry, please contact Bishop Scanlan at ascanlan@diocesecpa.org

STANDING COMMITTEE

See: Diocesan Constitution Article V, Section 1-3

There are 12 members - 6 clergy and 6 lay. 2 clergy and 2 lay members are elected by Convention each year for a 3 year term. You may NOT be a member of the Standing Committee and the Disciplinary Board or Finance Committee at the same time.

Duties and Powers

- Fill all vacancies in Diocesan offices and any Diocesan Committees that are held by annual election, unless otherwise provided for.
- Perform such other duties as are directed by any Convention or defined by Canon, including the consideration and endorsement of the elections of Bishops throughout The Episcopal Church.
- Provide review and endorsement of persons who are seeking to be Candidates for Ordained Ministry, and of their recommendation for Ordination from the Commission on Ministry and Bishop.
- Be the Ecclesiastical Authority of the Diocese when there is no Bishop or Bishop Coadjutor or when both are absent from the Diocese or are incapable of acting.

Number of Meetings a Year: Nine (9)

Six meetings are held to conduct regular Standing Committee business and three special meetings are held to conduct interviews needed to review people who are Candidates and Ordinands in the process towards ordination.

Liaisons and Sub-Committees: Some members of the Standing Committee will serve as liaisons to the Commission on Ministry and the Finance Committee, in order to support good communication and work flow between these entities. Members of the Standing Committee may be asked to work in sub-committees on special projects for the Standing Committee, such as leading a group book study, developing group norms, and taking turns opening and closing devotions.

GENERAL CONVENTION DEPUTIES

See: Diocesan Constitution Article VI

Members: Elected by Convention. [The Deputies for the 2021 General Convention will be elected in 2019.] 4 Clergy and 4 Lay Deputies, as well as 4 Clergy and 4 Lay Alternates. The four in each Order receiving the highest number of votes shall be the deputies. Alternates shall be designated as deputies as needed, in the order of votes received.

All Clergy Deputies and Alternates must be canonically resident in this Diocese. All Lay Deputies must be baptized adult communicants of the Church in good standing and resident in this Diocese.

Attending General Convention: The Diocese pays for registration, travel, hotel and expenses (at a per diem rate) for the 4 Deputies elected in each order, as well as 1 Alternate from each order. Other Alternates may attend General Convention, but must do so at their own expense.

Responsibilities and Expectations: The work of the Diocesan Deputies begins with preparation in the months preceding the triennial convention. At General Convention, responsibilities include serving on committees, as appointed by the President of the House of Deputies; and faithful and conscientious attendance at plenary sessions, committee hearings and worship. Following General Convention, Deputies continue to inform and integrate the work of General Convention in our Diocese.

DISCIPLINARY BOARD

See: Title III, Canon III, Sections 1-4 of the Diocesan Canons and Title IV of the Canons of the Episcopal Church

Members: 9 members (5 Clergy and 4 Laypersons) 3 members are elected by Convention for a 3 year term, elected from each Order, as needed to maintain the required complement of the Board.

All Clergy members of the Board must be canonically resident in this diocese.

You may not serve on the Disciplinary Board if you are currently serving on the Standing Committee or Finance Committee.

Function: The Disciplinary Board investigates and conducts hearings, as needed, regarding charges of clergy misconduct, as defined by Title IV of the Canons of the Episcopal Church.

CONVENORS & ASSISTANT CONVENORS OF CONVOCATIONS

See: Title I Canon IV, Section 4
Elected by Convocations for a 2 year term.

Responsibilities:

- Preside at meetings of the Convocation.
- Serve as elected members of the Council of Trustees.
- Other duties as may be assigned by the Bishop.
- The Convenor and Assistant Convenor function as an Executive Committee of the Convocation to plan agendas, schedule meetings, to give notice of meetings to all members, and as a Nominating Committee to nominate candidates for Convenor and Assistant Convenor.

The Office of Diocesan Communications relies on the Convenor and Assistant Convenor of each Convocation to disseminate information for Diocesan Convention in regards to convocation meetings and diocesan happenings prior to convention.

DELEGATES TO DIOCESAN CONVENTION

See: Diocesan Constitution Article III, Section 2

Elected by Parishes at Annual Meetings

How to calculate the number of Delegates to elect from your Parish: one lay delegate from each Parish, with one additional lay delegate for each 100 baptized members therein for the first 500 baptized members, and with one additional lay delegate for each additional 200 baptized members therein, as listed in the latest Parochial Report.

Qualifications: Lay delegates to any Convention must be elected by their parish, in accordance with the Canons, and must be baptized adult communicants in good standing of the parish.

Responsibilities:

- Read Diocesan Digest for Convention updates.
- Attend Spring & Fall Convocation meetings.
- Meet with your parish prior to Convention to discuss the budget, resolutions, etc.
- Represent your parish's interests at convention.
- After Convention, provide a report to your parish.