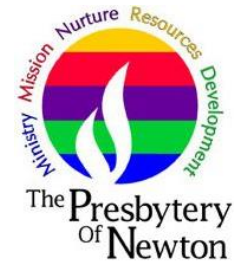


## **Responsibilities of Moderator and Vice Moderator of the Presbytery of Newton**



### **Officers of the Presbytery of Newton**

The Officers of the Presbytery shall be Moderator, Vice-Moderator, Stated Clerk, and Treasurer. The specific responsibilities of these officers are detailed in the Constitution of the Presbyterian Church (U.S.A.), Robert's Rules of Order, Newly Revised (the newest edition), and/or the Manual of Operations of the Presbytery.

#### **Moderator**

The moderator is elected for a term of one year and presides at all meetings of the Presbytery including Stated and Called meetings and Ordination and Installation of Ministers of Word and Sacrament.

The Moderator is a member of the Presbytery Coordinating team (PCT) for up to three years (as vice moderator, moderator and past moderator)

The Moderator shall serve on the Executive Team of PCT

The Moderator may be asked by PCT to be available for other responsibilities as they arise.

#### **Vice Moderator**

The Vice-Moderator is elected for a term of one year. In the event of resignation, death or movement beyond the Presbytery of the Moderator, the Vice Moderator shall assume the office and serve out the remainder of that term and shall be eligible to be elected for a full term as moderator.

The Vice-moderator may preside at meetings of the presbytery, including Stated and Called meetings and Ordinations and Installation of Ministers to the Word and Sacrament at the invitation of the moderator.

The Vice Moderator is a member of the Presbytery Coordinating team (PCT) for up to three years ( as vice moderator, moderator and past moderator)

The Vice Moderator shall serve on the Executive Team of PCT

The Vice Moderator may be asked by PCT to be available for other responsibilities as they arise.