

Council

Purpose: To fulfill the responsibility assigned to presbytery Councils in G-11.0103v for review of the functional relationship between the Presbytery's structure and its mission, to perform other duties assigned by the Standing Rules, and to exercise the powers of the Trustees of the Presbytery corporation.

Responsibilities:

- ✓ To serve as Trustees of the Presbytery Corporation in accordance with the by-laws of the Corporation.
- ✓ To monitor, evaluate, and initiate corrective action to ensure the health and effectiveness of the Presbytery (G-11.0103v).
- ✓ To review and recommend revisions to the Presbytery's Mission Statement every 10 years; to Presbytery's Mission Commitments every 5 years; and to descriptions of organizational units of the Presbytery every 2 years.
- ✓ To make recommendations to the Presbytery regarding organizing, receiving, and uniting churches (G-11.0103H), and for dividing, dismissing, and dissolving churches (G-11.0103i).
- ✓ To ensure that orders of higher governing bodies are carried out (G-11.0103t).
- ✓ To oversee and correspond in all ecumenical relationships between the Presbytery and other governing bodies.
- ✓ To nominate persons to serve on the Presbytery Nominating Committee (G-11.0103w).
- ✓ Between meetings of Presbytery, to act on behalf of Presbytery in regard to congregational property matters (G-11.0103y).
- ✓ Upon recommendation of the Committee on Ministry, to authorize elders to administer the Lord's Supper (G-11.0103z).
- ✓ To implement the Presbytery's policy of participation and inclusiveness in staffing (G-11.0103d).
- ✓ Other responsibilities specified in the Personnel Policies and Manual of the Presbytery.
- ✓ To design and plan stated meetings of the Presbytery including worship, study, order, agenda, format, meals and snacks, and offerings.
- ✓ To arrange for location, speakers, seminars, training, celebrations, and installations of Presbytery officers.
- ✓ To integrate constitutional requirements into Presbytery meeting designs.
- ✓ To set, if it so chooses, a year-long theological theme and coordinate its development at stated meetings
- ✓ To review annually, and revise as needed, the Presbytery's investment policies and practice in its stewardship of accumulated funds.
- ✓ To develop and manage the processes by which the Presbytery builds annual budgets.
- ✓ Together with the Treasurer, to develop policies to govern the Presbytery's financial practices and management.
- ✓ To oversee financial accounting and reporting procedures and formats to ensure that the Presbytery and its units have current information about income, expenditures, and resources available for their use.

- ✓ To provide for an annual review of the Presbytery's finances and to report the results to the Presbytery. A full audit shall be conducted at least every 5 years, or when indicated by the Presbytery.
- ✓ To serve, or to select a subcommittee to serve, as the Endowment Fund Committee as required by the Standing Rules.
- ✓ To review annually the adequacy of the insurance policies.
- ✓ To provide information to the Presbytery for action on Constitutional amendments from the previous General Assembly.
- ✓ To provide information and to make recommendation on overtures brought to the Presbytery by sessions.
- ✓ To maintain such oversight of and relationship to the HPCRCC as may be required in the Standing Rules/Manual of Operations.
- ✓ To coordinate the Presbytery's participation in ecumenical organizations, including, but not limited to the Colorado Council of Churches and the Nebraska Council of Churches.
- ✓ To appoint persons to represent the Presbytery in positions to which the Presbytery is entitled on the board of the Colorado Council of Churches and its committees and commissions in which the Presbytery elects to participate.

Meetings: 4 stated meetings each year.

Nominating Committee

Purpose: To equip the Presbytery organizational units with the people they need to do their work, and to nominate commissioners for service to higher governing bodies.

Responsibilities:

- ✓ Secure information annually from all units of the Presbytery about their needs for personnel and skills to fulfill their responsibilities.
- ✓ Provide nominations to fill all positions and organizational units named in the Standing Rules.
- ✓ When vacancies occur in organizational units between the meetings of Presbytery, the Nominating Committee is responsible for nominating persons to fill such vacancies.
- ✓ The committee will maintain appropriate liaison with the Committee on Representation.

Meetings: At least 2 times each year, and as required by vacancies.

Congregational Leadership Equipping Workgroup

Purpose: To equip leaders for ministry and mission.

Responsibilities:

- ✓ To provide events and opportunities for the education and training of pastors and congregational leaders.
- ✓ To maintain and promote the Presbytery resource center.
- ✓ To administer the Commissioned Lay Pastor program of the Presbytery.
- ✓ To endorse programs and educational events to congregations on behalf of the Presbytery.

- ✓ To appoint Presbytery representative(s) to the Western National Leadership Training Event Planning Team and to administer WNLT scholarships.
- ✓ To develop regular training events for congregational leaders with specific responsibilities, such as Clerks of Session, treasurers, Christian educators, and church officers.
- ✓ To assist the Presbytery Council as requested in the development of education and training events at Presbytery meetings.

Meetings: At least 4 times each year, and as needed.

Congregational Mission and Partnership Workgroup

Purpose: To expand the mission and witness of congregations locally, nationally, and globally; and to facilitate partnership in mission between and among congregations, and with other governing bodies.

Responsibilities:

- ✓ Congregational mission assistance and partnership
- ✓ Justice ministries
- ✓ Ministry in higher education
- ✓ Presbyterian Women
- ✓ Mission Advocates

Meetings: At least 4 times each year, and as needed.

Permanent Judicial Commission

Purpose: To fulfill the requirements of the Book of Order of the Presbyterian Church (U.S.A.) regarding provision for judicial processes.

Responsibilities: As specified in the Rules of Discipline.

Meetings: To elect officers when vacancies occur, for training on call of the Moderator, and whenever required to fulfill its constitutional responsibilities.

Committee on Representation

Purpose: The purpose of the committee is that identified by the Form of Government in G-9.0105b.

Membership: Six (6), at least one-half of whom shall be laypersons, with at least one (1) representative from each geographic area of the Presbytery, conforming as closely as possible to the membership requirements of G-9.0105a.

Responsibilities: The responsibilities shall be those specified in the Form of Government G-9.0105.

Meetings: At least annually, prior to the October/November stated meeting of Presbytery.

Congregational Vitality Workgroup

Purpose: To fulfill the Presbytery mission priority to form and transform congregations for mission.

Responsibilities:

- ✓ To consult with, to educate, to encourage, and to assist congregations in the process of congregational transformation (renewal, revitalization, redevelopment).
- ✓ To advise Presbytery on the feasibility of alternative ministry models for congregations.
- ✓ To meet at least triennially with each congregation of the Presbytery concerning the vitality of its ministry and mission; to identify with them appropriate models of ministry taking special cognizance of the needs of small, rural, and racial-ethnic congregations. These meetings should not coincide with the Committee on Ministry triennial visit regarding the pastoral relationship.
- ✓ To oversee, support, and evaluate the progress of new church developments established by the Presbytery.
- ✓ To consult with and to guide congregations in the completion of a mission study as part of the pastoral transition period.
- ✓ To administer and disburse congregational transformation grant funds in a manner determined by the Workgroup.
- ✓ To communicate to the Committee on Ministry matters pertaining to the responsibilities of that committee including but not limited to: to changes in ministry models, congregational conflict, and the pastoral transition process.
- ✓ To invite the Presbytery to celebrate the ministry of congregations, and special progress in congregational transformation.

Meetings: At least 4 times each year, and as needed.

Committee on Preparation for Ministry

Purpose: To oversee the processes by which persons are prepared for ordination as Ministers of the Word and Sacrament in the Presbyterian Church (U.S.A.) as provided in G-14.0305-G-14.0314, and to implement Presbytery policies governing these processes.

Responsibilities:

- ✓ all duties assigned to it by the Form of Government, as specified in the Handbook for Committees on Preparation for Ministry of the Presbyterian Church (U. S.A.).
- ✓ Electing elder and minister readers of standard ordination examinations, upon request of the Presbyteries' Cooperative Committee for the Examination of Candidates.

Meetings: At least 4 times each year.

Highlands Presbyterian Camp & Retreat Center Committee

Purpose: HPCRCC shall oversee the program, facility management, personnel, marketing, and financial development of Highlands

Presbyterian Camp and Retreat Center in order to support the ministry of Jesus Christ through the Presbytery of Plains and Peaks and the Presbytery of Denver, in accord with the mission commitments of the presbyteries.

Responsibilities: HPCRCC is responsible for operating the Highlands Camp and Retreat Center in an accountable and responsible manner, including:

- ✓ acting in accordance with the polity and theology of the Presbyterian Church (U.S.A.) in the conduct of its ministry and programs;
- ✓ meeting the standards of accreditation of the American Camp Association (ACA) and Presbyterian Camp and Conference Center Association (PCCCA), and the licensing standards of the State of Colorado;
- ✓ operating in a fiscally responsible manner;

Meetings: As determined by the Committee in its Manual of Operations, meetings will normally be held 6 times per year, taking into account the timely needs of both Presbyteries. The meetings shall be held at such places as the Committee may determine.

Committee on Ministry

Purpose: to fulfill the responsibilities assigned to the Committee on Ministry by the Form of Government (G-11.0500), including responsibility for visitation of sessions and churches and assisting pastors in implementation of their role in the process of calling to pastoral leadership.

Responsibilities: In addition to those responsibilities assigned to it in the Form of Government (G-11.0500 and elsewhere), the committee is responsible for:

- ✓ care for ministers and pastoral relationships
- ✓ Conducting triennial visits to congregations to inquire into the health of the pastoral relationship, and conducting other congregational visits as needed.
- ✓ Administering the sexual misconduct policy of the Presbytery.
- ✓ Taking cognizance of conflict within congregations and developing and implementing strategies for conflict prevention, management, and resolution.
- ✓ When the health of a congregation imperatively demands it, recommending to Presbytery the formation of an administrative commission for the purpose of conducting special administrative review or of assuming original jurisdiction of the session.
- ✓ Recommending to Presbytery standards of minimum compensation of ministers, commissioned lay pastors, and others serving in pastoral capacities.
- ✓ Developing Presbytery expectations for the process of calling a pastor, and to communicate those to Pastor Nominating Committees.
- ✓ Developing criteria and approving requests for placement of Commissioned Lay Pastors within the Presbytery.

Meetings: The committee may meet as often as needed, but in no case less often than bi-monthly.

Organizational Units of the Presbytery of Plains and Peaks

The purpose of this brochure is to promote interest among our congregation members in sharing their gifts and talents in the common mission and ministry we have undertaken in the Presbytery of Plains and Peaks. The information provided here is designed to help you in submitting names to the Nominating Committee for possible service on the organizational units of the Presbytery.