



METROPOLITAN WASHINGTON, D.C. SYNOD, ELCA

COMMITTEE ON DISCIPLINE MEMBER POSITION DESCRIPTION - Update: 4/2018

As you consider this opportunity for service, we would like you to know something of the expectations and responsibilities of this office so you can make an informed decision.

Commitment/Frequency

The Committee on Discipline meets only on an “as needed” basis.

Election Process & Term

In accordance with our synod’s constitution and bylaws, members of the Committee on Discipline shall be elected by the Synod Assembly and cannot be reelected for a second consecutive term. The Committee on Discipline shall be composed of twelve members, six clergy and six lay. The terms of committee members shall be staggered so that the terms of four members (two clergy and two lay) shall expire every two years on even numbered years. The term of office for members shall begin upon election.

Function

- When there are indications that a cause for discipline may exist in matters pertaining to ordained ministers and lay rostered ministers of our synod, and before charges are made, efforts shall be made by the bishop of the synod to resolve the situation by consultation; for assistance in these efforts, the bishop may utilize either a consultation panel or an advisory panel appointed from the members of the Consultation Committee.
 - When charges are brought that anticipate disciplinary action, and when those charges are not withdrawn or dismissed, the charges shall be referred to a discipline hearing committee for a hearing.
-

-
- A discipline hearing committee shall be convened to conduct a hearing. The voting members of this committee shall be composed of 12 persons, of whom six shall be the members of the Committee on Discipline of the synod and six shall be selected from the churchwide Committee on Discipline.
 - Following the hearing, the discipline hearing committee shall render its decision in writing. The written decision shall be in two parts: Finding of Fact (the committee shall set forth what it has found to be the relevant facts, that is, what it believes to be the truth in the matter) and Determination (the committee shall state whether, based upon the facts that it has found, it believes discipline should be imposed and, if so, what discipline it has chosen to impose).
 - Decisions of the discipline hearing committee can be appealed to the churchwide Committee on Appeals, whose decision shall be final.
 - The Evangelical Lutheran Church in America's (ELCA's) process for the discipline of clergy and rostered laypersons is set forth in [Chapter 20](#) of the *ELCA Constitution and Bylaws*, and in *Rules Governing Disciplinary Proceedings Against an Ordained Minister, a Rostered Layperson, or a Congregation of the Evangelical Lutheran Church in America*. The booklet [Definitions and Guidelines for Discipline...Ordained Ministers, Associates in Ministry, Members of the Deaconess Community, and Diaconal Ministers, Congregations](#) sets forth the types of conduct that may lead to discipline.

Nomination

We are looking for people who are faithful and mature Christians, are good listeners and able to keep confidences, and are deliberative and fair minded in their dealings with others. Are you willing?