

METROPOLITAN WASHINGTON, D.C. SYNOD SYNOD COUNCIL MEMBER COMMITMENTS AND EXPECTATIONS

- Know the synod’s mission, purpose, programs and communications systems and have an understanding of what makes the synod unique.
- Nurture a relationship with Jesus through regular worship and prayer.
- Serve as an officer or as a member/liaison to one (no more than three) of the synod’s tables, committees, or teams.
- Suggest possible nominees for council membership who would make significant contributions to the council and to the synod.
- Willingly serve to the completion of one’s term.
- Bring spiritual grounding, goodwill and a sense of humor to the council’s deliberations.
- **Meetings:** Willingly set aside time to attend council meetings except where conflict is unavoidable. Prepare for and conscientiously participate in council and table/committee/team meetings.
- Respect the Bishop and synod staff, and recognize that the Bishop is primarily responsible for managing and assessing staff performance.
- **Stewardship:** Support one’s home congregation and/or the synod financially.
- Pray for the synod, the council, and the synod staff.
- Let prayer and discernment help guide your performance of council responsibilities.
- Actively engage the synod’s commitment to anti-racism through participation and/or leadership of synod- or congregation-based racial equity offerings/activities.
- **One-on-ones:** Meet with a different council member each month so that relationships, rapport, and fellowship among council members can flourish, particularly amid challenging council business.

Meetings

- The council sets its meeting schedule at its first meeting following the Synod Assembly (typically in July).
- The synod council calendar was shared over the summer and includes meetings on Saturday mornings from 9:00 AM to 12:00 PM. The council also meets during synod assembly in June.
- The executive committee currently meets at 6:00 PM on Monday (we meet two weeks before the council is scheduled to meet). These meetings last one hour.

- Staff, officers, and others making reports are asked to submit reports in writing to the Secretary one week in advance of the meeting. Time at the meeting can then be centered on particular highlights from the reports and questions/discussion among council members.

Nominations

- Four members of the synod council shall, with the deans of the conferences, form a nominations committee.
- The committee shall review the list of current and expected vacancies and develop a plan to put forward a slate of nominees at the synod assembly.
- The following qualities shall be looked for in potential nominees: availability and desire to meet the expectations of council members, passion for leading the church, spiritual grounding, proactive in undertaking synod council tasks and responsibilities, financial acumen, awareness of organizational structure and dynamics, respect for confidentiality, and emotional intelligence to work with fellow council members with various backgrounds and viewpoints.
- The nominations committee shall solicit applications from pastors and lay leaders in the synod through transparent means.
- Effective beginning with the elections held in 2021, immediate family members of synod staff or continuing synod council members shall be discouraged from seeking election.

Tables/Committees/Teams

- Tables, committees, and teams of the synod shall submit the following to the synod council each year (by Sept. 1):
- Purpose statement
- Membership roster
- Meeting schedule
- Goals for the year (and longer term as applicable)
- Description of how the goals align with synod mission statement
- Areas of overlap/collaboration with other tables/committees/teams
- Each table/committee/team shall designate a chair or co-chairs and a scribe. The council assigns someone as the liaison.
- Minutes of table/committee/team meetings shall be archived in the synod office and shared with the Secretary.
- A chair or co-chair may serve in that role for a maximum of four consecutive years. An individual who has reached that limit may be reconsidered for the role after two years out of the role.
- Reports from each table/committee/team shall be provided to the council in advance of each council meeting.

Role of Council Liaisons

- Members of the council shall participate as a member of at least one (no more than three) synod table/committee/team.
- The liaison shall report to the full council the activity of the table/committee/team.
- The liaison shall report to the table/committee/team the activity of the council.
- The liaison shall work with the chair or co-chairs to keep the table/committee/team in alignment with the synod council's direction and on track to meet annual goals.

The synod's constitution outlines the synod council in chapter 10 beginning on page 29 found at <https://metrocelca.org/wp-content/uploads/2023/07/SynodConstByLaws2023.pdf>



