

Ohio Conference Mennonite Church USA

Leadership Team
Job Description

As stated in the Conference Constitution (dated 3/14/09)

Membership

The Leadership Team consists of the Moderator, Assistant Moderator, Credentialing Ministry chair, Gifts Discernment Ministry chair, and Stewardship Ministry chair, all confirmed for two-year terms with a maximum of three consecutive terms. The Leadership Team also includes the administrative secretary, treasurer and conference minister. (Article VII.A)

Responsibilities

1. Functions as defined in Article VII.C

- a.. Supervise the administrative work of the Conference.
- b. Hold all deeds to Conference property and fulfill all legal requirements. The moderator and treasurer of the Conference are authorized to execute all documents pertaining to the purchase or sale of property or real estate.
- c. Plan for meetings of the Ministry Development Team. Appoint a planning committee to prepare for the Annual Conference Assembly.
- d. Bring recommendations to the Ministry Development Team for the appointment of conference minister and regional pastors. Appoint all other staff persons, after consultation with any ministry that will relate directly to that staff person.
- e. Review expenses of the Leadership Team and Ministry Development Team, and submit spending plan requests to the Stewardship Ministry.
- f. Appoint Conference representatives to the Constituency Leaders Council of Mennonite Church USA from the staff, Leadership Team, and Ministry Development Team.
- g. Receive financial or other appeals from denominational, partner and Conference-related organizations and give or direct assistance as needed.
- h. The Leadership Team may meet in executive session as needed. In cases of conflict of interest, affected members would be excused from the conversation.
- i. Non-staff members serve as an accountability group for the conference minister and may meet in executive session.

- j. Relate to Mennonite Church USA as well as other area conferences.
- k. Work to develop and maintain association with affiliated related ministries.
- l. Authorize restricted funds expenditures in accordance with the Restricted Funds Policy of the Conference.
- m. Authorize the sale of Conference-held property upon the recommendation and/or concurrence of the Stewardship Ministry.
- n. Serve as interpreter of Conference concerns, actions, and policies to the congregations, and of congregations' counsel to the Conference.
- o. Act for the Conference between delegate sessions. Confirm nominees recommended by the Gifts Discernment Ministry for unexpired terms.
- p. Appoint the Conference delegates to Mennonite Church USA General Assembly.
- q. Review the nominees for the corporation members and approve nominees for the Board of Trustees of Christian Schools, Inc.
- r. Approve spending plan.
- s. Appoint ad hoc committees as necessary to study, recommend, or assist in matters of policy, property or personnel.

2. Regional, National and Mennonite Church USA-Related Ministries

The Conference recognizes various sister conferences, Mennonite Church USA agencies and Inter-Mennonite organizations that work with other Mennonite denominations and other constituencies. Where these involve Conference representation and participation, the Leadership Team shall be responsible for defining and facilitating the relationship. Where congregations are represented directly, the Leadership Team shall usually be the channel for information and counsel on programs, solicitations, and other matters of relevance to the Conference. (Article III.G)

3. Organizations with Specific Reference to Ohio or Ohio Conference

The Conference recognizes various organizations created to serve the Ohio Conference constituency and beyond. Organizations serve an outreach or service function that may benefit from a working relationship with Ohio Conference. Organizations facilitate functional and cooperative work with other Mennonite Church USA area conferences. Determination of eligibility and the nature of the relationship rests with the Leadership Team of the Conference. The Leadership Team may confer with the Ministry Development Team and the delegate body for input and advice. (Article III.H)

a. Conference Partner Organizations

Have the dissolution provision of the organization affirmed by Leadership Team. (Article III.H.1.f)

b. Conference-Related Organizations

Have the relationship validated by Conference Leadership Team. (Article III.H.2.b)

4. Leadership Team Role in a Congregation's Application for Membership (Article IV.B)

a. A congregation may apply for membership to the Leadership Team either directly or through a regional pastor, a sponsoring group, or the conference minister.

b. A congregation, through its leadership, shall certify to the Leadership Team its eligibility for membership.

c. The Leadership Team will recommend that the delegates to Conference Assembly receive the congregation as a member of the Conference. The congregation will be received upon a 75 percent delegate vote of affirmation.

5. Leadership Team Role in Termination of a Congregation's Membership (Article IV.D)

a. A congregation may, through its leadership, request the Leadership Team to terminate its Conference membership by giving supporting reasons.

b. A congregation's membership in the Conference may be terminated upon recommendation by the Leadership Team and action by the delegates to Conference Assembly.

6. Leadership Team's Role in Conference Assembly Meetings (Article V.C)

a. These sessions are planned and implemented by the Annual Conference Assembly Program Committee in consultation with the Leadership Team and Ministry Development Team.

b. Special Assembly meetings may be called by the Leadership Team in consultation with the Ministry Development Team after they provide 90 days notice to Conference churches. The notice shall specify the agenda and any action needed in this Special Assembly.

c. Hear and consider, throughout the year, the voices, in the discernment process, of all participants to the Conference Assemblies. (Article V.D)