



Whitewater Valley
— PRESBYTERY —

Leadership Opportunities in Whitewater Valley Presbytery 2027

**Whitewater Valley Presbytery is called by God to be a catalyst to equip
leaders to inspire healthy, bold, Christ-centered communities**

An Invitation

A Presbytery is defined in the Presbyterian Church (USA) *Book of Order* as “a corporate expression of the church. . . . The Presbytery is responsible for the government of the church throughout its district, and for assisting and supporting the witness of congregations to the sovereign activity of God in the world, so that all congregations become communities of faith, hope, love, and witness.” G-3.0301

Whitewater Valley Presbytery consists of Ministers of the Word and Sacrament and congregations and is supported in its work by the Lead Presbyter, Associate Presbyter/Stated Clerk, Administrative Assistant, and Financial and Business Consultant. Within the structure and rules of the *Book of Order* and Whitewater Valley Presbytery’s Manual of Operations and Administrative Manual, it is the minister members and elder commissioners who, with support from staff, guide the decisions and do the work of the Presbytery.

Each and every one of us are Whitewater Valley Presbytery. And in our work together, we have agreed that we value being

- Christ-centered
- Bold and Healthy
- Expansive and Welcoming of all people and all gifts
- Collaborative and Connectional in the way we share leadership and live our governance
- Creative and Permission-Giving allowing God to do a “new thing” among us
- Innovative, discerning God’s direction for today

This booklet identifies specific opportunities for you to become directly involved in the work of the Presbytery. We hope that you will find a place that engages your passion and your gifts and will answer the call to be in ministry and mission with others in the Presbytery.

Presbytery Coordinating Council Commission

Composition: 14 voting members: the chairs or representatives from Commission on Ministry, Commission on Preparation for Ministry, Board of Directors Commission, Personnel Committee, and Finance Committee; six at-large members (one of whom is chair); and the Moderator, Vice-Moderator, and Immediate Past Moderator of the Presbytery Assembly, composed of a balanced representation of Ministers of Word and Sacrament and ruling elders

Responsibilities:

Envision, embody, and evaluate the vision and mission of the Presbytery.

Approve new programs, new budgets, and new expenditures of Council funds in ways that align with the vision and mission.

Facilitate coordination and information sharing among committees and commissions.

Hold accountable to the vision and mission of the Presbytery all committees, ad hoc groups, and task forces reporting to Council and the Assembly.

Plan and prepare the docket for Presbytery meetings in ways congruent with the vision and mission of the Presbytery, usually accomplished by the Assembly Planning Team, a sub-committee of the Council, with approval from Council.

Recommend to the Presbytery the annual budgets and administer the ongoing financial work of the Presbytery in ways congruent with the vision and mission of the Presbytery, usually accomplished by the Finance Committee, a sub-committee of the Council, with approval from Council.

With the Head of Staff of the Presbytery and in ways congruent with the vision and mission of the Presbytery, supervise the Presbytery staff (including annual evaluations and recommended changes in compensation) and approve a Presbytery staffing model and job descriptions, usually accomplished by the Personnel Committee, a sub-committee of the Council with approval from Council.

Nominate a slate for the Nominating Committee/Committee on Representation and present it to the Presbytery Assembly for approval, ordinarily during the last Stated Meeting of the Year.

Act on behalf of the Presbytery as necessary between stated meetings of the Presbytery when it is impossible or inappropriate to wait for the next meeting of the Presbytery.

Terms of Office: 3-year terms for Assembly Moderators (Vice Moderator, Moderator, Past Moderator), At-Large Members with the possibility of one additional consecutive term not to exceed 6 years. 1-year terms for representatives from COM, CPM, BOD, Personnel, and Finance (and other committees and commissions as developed) with additional consecutive terms not to exceed 6 years. Meetings: Council meets monthly, except June or July and December. Council is currently meeting on the third Wednesday of the month on Zoom, plus a Presbytery-wide, in-person leadership retreat for committees and commissions in late January.

Personnel Committee, A Subcommittee of Council

Composition: Six members composed of a balanced representation of Ministers of Word and Sacrament and members of congregations, elected for three-year terms, renewable for up to six years. One member would sit on the Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

Design, document, oversee implementation of, and monitor compliance with a staffing and salary structure that supports the Presbytery's vision.

Design, document, oversee implementation of, and monitor compliance with the Personnel

Manual that supports the Presbytery's vision.

Develop and maintain staff position descriptions.

Conduct regular performance review of Presbytery staff.

Meetings: Personnel primarily meets in person, 4-6 times each year, usually at the Indiana Interchurch Center. Personnel is typically more active in the summer with staff reviews and budgeting. Meetings are scheduled within an appropriate time to provide the recommendations and reports needed to the Council.

Finance Committee, A Subcommittee of Council

Composition: Six members in two classes of three, composed of a representation of ministers of the Word and Sacrament and ruling elders. The Presbytery Treasurer is also a voting member and the Presbytery Treasurer's term shall be equal to the duration of the elected position. One member would sit on the Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

Develop the annual operating fund and mission focus budgets of the Presbytery through a budgeting process with the commissions and committees of the Presbytery. The draft/first read budget will be presented to the Presbytery Council for approval and then communicated to the Presbytery in early Fall. The final budget will be presented to the Presbytery Council for approval and recommended to Presbytery Assembly toward the end of the year.

Recommend the annual per capita rate for congregations within the Presbytery. This rate will be presented to the Presbytery Council for approval and recommendation for final approval of Presbytery Assembly.

Monitor the Presbytery's financial status including banking relationships, loans, and other financial commitments, as well as the budgets of entities within the Presbytery which may include New Worshipping Communities and Hispanic Ministries Lead Team, as well as other ministries of the Presbytery.

Review financial reports prepared by the Financial Consultant and report at every Presbytery Meeting,

Coordinate and oversee the annual audit or financial review.

Monitor compliance with the approved budget and work with staff, committees, and commissions to make necessary adjustments.

Develop ways to interpret the Presbytery's financial situation through stewardship, communication, and education.

Meetings: Approximately four to five times per year, on a day of the month and time agreeable to those on the Finance Committee, typically on Zoom, within an appropriate time to provide needed recommendations and reports to the Council, plus a Presbytery-wide leadership retreat for committees and commissions in late January.

Mission and Partnership Committee, A Subcommittee of Council

Composition: Six members composed of a balanced representation of Ministers of Word and Sacrament and members of congregations, elected for three-year terms, renewable for up to six years. One member would sit on the Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

Implement the granting priorities of the Council for congregations

Develop application and grant reporting forms and process.

Promote grant opportunities to congregations of the Presbytery.

Meetings: Mission and Partnership primarily meets on Zoom 4-6 times each year. Meetings are currently scheduled for 10 am on the third Tuesday of the month.

Commission on Ministry (COM)

COM Composition: 21 to 24 members in three classes of 7-8 people, composed of a balanced representation of Ministers of Word and Sacrament and ruling elders. Members serve 3-year terms which are renewable once, for a total of six years. COM members elected by the presbytery will be distributed on the four specialized teams. One member would sit on the Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

COM serves as pastor, counselor, and advisor to the ministers of the presbytery, sessions and congregations; facilitates relations between congregations, ministers, commissioned ruling elders and the presbytery, assists congregations during pastoral transitions, and settles difficulties on behalf of the presbytery when possible and expedient.

Meetings:

COM as a whole meets every other month. COM is currently meeting on the 2nd Tuesday of the month from 10 am to 1pm, plus a Presbytery-wide, in-person leadership retreat for committees and commissions in late January. In-person attendance is encouraged, but a zoom option is provided. Committees of the COM meet as needed, (primarily) on zoom between meetings. The location of the COM meetings vary considering membership driving distances but often meet in Indianapolis or the northern suburbs of Indianapolis.

Board of Directors Commission (BOD)

Composition: Six members, in three classes of two members per class, composed of a balanced representation of Ministers of Word and Sacrament and ruling elders. Members serve 3-year terms which are renewable once, for a total of six years. The Presbytery Treasurer is also a voting member and the Presbytery Treasurer's term shall be equal to the duration of the elected position. One member would sit on Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

Receive, hold, encumber, manage, transfer, dispose of, convey and recommend sale of any real or personal property owned, given, granted, devised, or bequeathed to the Presbytery. BOO G-4.0101

Fulfill the legal and corporate responsibilities for the orderly and efficient functioning of the Presbytery.

Oversee the corporation fund and its investments.

Oversee the legal transactions of the corporation, with recommendations for corporate legal changes submitted to the Presbytery for approval.

Meetings: BOD meets 4 times each year, unless particular needs arise. BOD meets within an appropriate time to provide needed recommendations and reports to the Council, plus a Presbytery-wide leadership retreat for committees and commissions in late January. BOD is currently meeting on the afternoon of the 3rd Thursday of the months of April, August, and October.

Commission on Preparation for Ministry (CPM)

Composition: 9 to 12 members in three classes of 3-4, composed of a balanced representation of ruling elders and Ministers of Word and Sacrament. Members serve 3-year terms which are renewable once, for a total of six years. One member would sit on the Council; this could be a chair or a representative appointed by the chair.

Responsibilities:

In accordance with the *Book of Order*, provide oversight and guidance to individuals seeking to explore their calling (inquirers) or to fulfill their calling (candidates) in the care process regarding preparation to become a Minister of Word and Sacrament. The care process includes selection, reception, care, examination, and ordination or transfer of candidates, as well as the potential dismissal of inquirers/candidates from the care process. CPM also oversees the preparation and training of those seeking to be commissioned ruling elders (CREs).

Meetings: Approximately four times per year, at a day of the month and time agreeable to those on the CPM. In person attendance at the Indiana Interchurch Center is encouraged, but a zoom option is provided. CPM is currently meeting on the first Tuesday of the months of March, May, and October, plus a Presbytery-wide leadership retreat for committees and commissions in late January.

Nominating Committee/Committee on Representation

Composition: Five members composed of a balanced representation of Ministers of Word and Sacrament and members of congregations, nominated by the Coordinating Council Commission, elected for one-year terms, renewable for up to six years.

Responsibilities:

The Nominating Committee shall present to Presbytery Assembly nominations for the

Vice- Moderator and Moderator of the Presbytery, members of committees and commissions (except the Nominating Committee/Committee on Representation), commissioners to Synod (in consultation with the Synod), and commissioners to General Assembly.

The Nominating Committee shall present to the Presbytery Assembly nominations to fill all vacancies that occur during the year, except as otherwise specified in this manual.

The Nominating Committee shall work to monitor and encourage an imperative toward diversity and balance of representation in the life and leadership of the Presbytery. Carry out the responsibilities assigned to the Committee on Representation in the *Book of Order G-3.0103*.

Meetings: As needed often in the summer or latter half of the year, on a day of the month and time agreeable to those on the Nominating Committee/Committee on Representation.

Permanent Judicial Commission

Composition: “Permanent judicial commissions shall be arranged in three classes of six years each, with each class as equal as possible in size and with one class completing its term every two years.” (D-3.0201) Candidates for this Commission are nominated by the Nominating Committee.

Responsibilities: Carry out the responsibilities and practices defined in the Book of Order, Rules of Church Discipline.

Meetings: The commission meets only when a case is transmitted to it. There may be long periods when there is no activity, interspersed with periods of intensive work.

Commissioners & Young Adult Advisory Delegates (YAAD) to General Assembly

Whitewater Valley Presbytery commissions two Ministers of Word and Sacrament, two ruling elders and one young adult from member congregations to each biennial (even years) GA meeting.

Minister of the Word and Sacrament and Ruling Elder Commissioners

The Nominating Committee chooses nominees from those submitting applications. Any Minister of Word and Sacrament, who is a member in good standing in Whitewater Valley Presbytery — whether they are actively serving or honorably retired — and who has not served as a commissioner for any of the previous three General Assemblies is eligible to serve.

Any Ruling Elder, who is a member in good standing in their home congregation — whether they are currently serving on that church’s Session or not — and whose home church has not had an elder serve as a commissioner for any of the previous three General Assemblies is eligible to serve. Ruling Elders must also be endorsed by their Session.

Young Adult Advisory Delegates

The Nominating Committee also accepts applications to fill the YAAD position. Any person between the ages of 18-23 who is active in the ministry of their home church as defined by the Session of that church is eligible to serve. They must also be a member of a congregation that didn’t send a YAAD to the previous General Assembly.

GENERAL ASSEMBLY APPLICATIONS ARE AVAILABLE ON THE PRESBYTERY WEBSITE

Responsibilities: Commissioners attend General Assembly as voting members, report to Presbytery, and interpret the work of General Assembly to the congregations of the Presbytery.

Commissioners to the Synod of Lincoln Trails

The Nominating Committee nominates commissioners to the Synod of Lincoln Trails in accordance with instructions from the Synod. Terms are three years, renewable.

The Nominating Committee in conjunction with the Synod shall nominate appropriate candidates, composed of a balanced representation of ministers of the Word and Sacrament and ruling elders.

Commissioners ordinarily attend twice-yearly (spring and fall) Synod meetings and are assigned to specific Committees of the Synod.

Elected Officers of the Presbytery

Presbytery Moderator

Responsibilities:

Moderate stated and called meetings of the Presbytery

Member of the Presbytery Council and Moderator of Presbytery Assembly Planning Committee

Represent the Presbytery to its congregations and to other councils as requested

Serve on and convene ordination/installation commissions

Term of Office: One year as Moderator, elected and beginning in November, followed by one year on the Coordinating Council Commission.

Presbytery Vice Moderator

Responsibilities:

Moderate all or portions of stated or called Presbytery meetings at the request of the Moderator.

Member of the Presbytery Council and the Presbytery Assembly Planning Committee

Represent the Presbytery to its congregations and to other councils as requested.

Serve on and convene ordination/installation commissions when the Moderator is unavailable.

Term of Office: One year, elected and beginning in November. The following year the Vice Moderator is normally nominated to become Moderator.

Frequently Asked Questions

Where are meetings held?

Depending on the consensus of the committee members, meetings may be held electronically or in person. In person meetings are often held at churches in or near Indianapolis.

How long will I serve?

Unless otherwise specified, the terms of office are three years, beginning at the close of the November Presbytery Assembly meeting, with the privilege of one re-election.

Will I have to pay for my own expenses?

Officers, moderators, commission and committee members are eligible for mileage reimbursement at the current charitable rate for volunteers. Meals during committee meetings are paid for from each board or committee's budget. Mileage reimbursement and expenses are paid on receipt of an approved voucher. All expenses for Commissioners to the General Assembly are paid for by General Assembly per capita funds.

When and where are Presbytery Assembly meetings and am I expected to attend?

Presbytery meets in assembly, three times a year, generally on the last week of February, the first week of June, and the last week of October or first week of November at locations around the Presbytery and/or electronically. Moderators are expected to attend while attendance by committee members is encouraged but not required.

Will I make a difference?

YES! Without the work of individuals from among the minister members and congregations that are Whitewater Valley Presbytery, neither the required governance functions nor the missional programming and resourcing functions can happen. Your passion, your gifts, your commitment are what makes it possible for us to be—Whitewater Valley Presbytery.

