

The President of Regional Council Job Description

Purpose:

- To give pastoral and spiritual leadership in the First Dawn Eastern Edge Regional Council;
- To promote listening and active participation of all Regional Council members and United Church congregations throughout the Region;
- To foster Holy Manners, for the healing and strengthening of the whole Region.

Mandate

- The Regional Council shall elect from among its members a President, who shall hold office for a term of one year;
- The Regional Council shall elect a President Elect who shall normally succeed to the office and be installed at the Regional Council meeting ending the current presidential term of office;
- The President shall be ex-officio member of all Divisions during the presidential term of office; and shall be notified of all meetings;
- The President shall have the right to preside at services of commissioning and ordination. That President shall also have the right to administer the Sacrament of Holy Communion at regular meetings of the Regional Council and its Executive while in office.

Duties as Assigned by the Manual: (2010)

The President shall:

- Constitute the meetings of Regional Council and its Executive and preside at its meetings to preserve order, to take the vote and to announce decisions;
- To direct the business of the Region;

Duties as Assigned by First Dawn Eastern Edge Regional Council:

To fulfill the role of President of Regional Council, the following duties will be undertaken keeping in mind the theme as the President's time will allow:

- Provide Spiritual Leadership to the Region;
- Communicate with the Region through greetings and Regional mailings as appropriate (eg. pastoral letters when needed);
- Attend the celebration of anniversaries and special events at the invitation of communities of faith and Pastoral Charges or name a designate when necessary;
- Attend funerals of ministry personnel and bring condolences on behalf of the region (if not able to attend, consult with the Regional Minister to name an appropriate designate);
- Attend the meetings of the Regional Council Program Team;
- Set the theme for the Region for the year of presidency;
- Attend the Orientation for new members of the Regional Council;

- Attend Regional Presidents'/Leading Elder's gatherings hosted by General Council staff (if applicable);
- In consultation with the Executive Minister, respond to media relations issues and correspondence addressed to the President;
- Provide coaching/mentoring for the President Elect;
- Check with and provide pastoral care to staff as needed.

President-Elect

- Be prepared to attend as a Commissioner, the meetings of the General Council during the term of office;
- Attend Regional Council President Elect/Leading Elders-Elect gatherings hosted by General Council (if applicable).
- Be available to chair the Regional Council and its Executive Meetings in the absence of the President.

Relationship:

- The President works closely and collaboratively with the Executive Minister and is accountable to the Region and its' Executive.

Gifts and Skills Required:

- Strong knowledge of The United Church of Canada and its governance;
- Ability to delegate tasks, and to make use of the gifts and skills of others;
- Ability to chair meetings with grace and good humour;
- Ability to work well with others;
- Ability to articulate position and procedures taken by the First Dawn Eastern Edge Regional Council and The United Church of Canada;
- Ability to speak publicly, with distinction and clarity;
- Ability to travel and maintain a committed schedule.

Orientation

- Provided through Executive Minister.

Other Available Resources:

- Members of Regional Council staff;
- Other Regional designated volunteers;
- General Council staff;
- Regional Council leadership;
- Experience of Past President;

- Budget to cover travel and expenses.
- Assistance to cover added expenses to the President's Pastoral Charge when the President is out of his or her pulpit (where applicable).

Benefits to Person in the Role of President:

- Learning from a highly divergent group of people, clergy and lay;
- Personal growth and development;
- Exposure to the wider Church, other Regional Council Presidents/Leading Elders, and National Church.

Benefits to the Church:

- The building up of the whole people of God;
- Connecting the Pastoral Charges, and Region to one another.

Approved by Regional Council Executive
December, 2019