

**Commissions, Committees and Teams**  
**Presbytery of St. Augustine - January 1, 2018**

**Note:** This document provides a brief overview of the volunteer leadership opportunities within the Presbytery of St. Augustine. For a more full description, see the new Manual of Operations which is posted at [bit.ly/2rwJoT1](http://bit.ly/2rwJoT1).

**Standing Commissions**

Name	Members	Responsibilities
Coordinating Council	12 At-Large	Coordinates the work of the presbytery, its entities and staff; has the authority of a standing commission to act between meetings. Appoints its members serve as chairs of each standing committee by Coordinating Council. Chaired by past moderator of the presbytery.
Member Preparation and Call	24	Guides, nurtures and oversees the process of inquiry through ordination as a Minister of Word and Sacrament; examines and admits ministers to membership; approves ordinations, installations, contracts, and other changes to vocation/call; transfers members to other presbyteries and approves retirements; works with congregations that are searching for pastoral leadership.
Permanent Judicial Commission (PJC)	9	Hears and decides cases of judicial process (disciplinary and remedial) according to the Rules of Discipline
Board of Trustees*	9	Serves as the directors of the corporation(s) and as a commission to act on matters relating to property of the presbytery and requests from our congregations regarding their property.

\*The Trustees are listed as a “committee” in the Manual of Operations, but they also have the authority to serve as a commission for specific responsibilities. Therefore, they are also listed in the Manual of Operations among the presbytery “commissions.”

## Standing Committees

The presbytery will maintain the following committees that will be comprised of members of the Coordinating Council and leaders of the teams described in the table below: Volunteer Management, Leadership Development and Care, Relationship Coordination, Strategic Issues, Administration, and Trustees.

## Standing Teams

Volunteer Management Committee: The committee consists of three members, including the committee chair appointed by the Coordinating Council and the chairs of the Nominating and Representation Team.

Nominating	6	Nominates members of presbytery officers, commissions and teams; also nominates General Assembly and Synod commissioners.
Representation	6	Performs the functions of a representation committee as provided in G-3.0103 of the Book of Order (including reviewing our commitment to representation and inclusion).

Leadership Development and Care Committee: The committee takes over where the Member Preparation and Call Commission leaves off. It consists of three members, including the committee chair appointed by the Coordinating Council and the chairs of the Training and Problem Resolution Teams.

Training	6	Understands needs and oversees preparation and training for ministers, elders, presbytery leaders, helps to develop new leaders; provides ongoing training and support.
Problem Resolution	6	Provides advisory help and counseling support to all minister and elder leaders, including leaders who have issues being effective in their roles in the presbytery.

Relationship Coordinating Committee: The committee monitors the activities and effectiveness of the Communications Coordinator, the Relationship Coordination Director, and the Area Relationship Coordinators. It provides reconciliation assistance and coordinates our mission and outreach activities, including disaster preparation and response. It consists of nine members, including three Coordinating Council members, chairs of the Communications, Reconciliation, and Disaster Preparation and Assistance Teams.

Communications	6	Promotes effective presbytery communications; monitors the activities and effectiveness of our Communications Coordinator.
Reconciliation	6	Promotes and assists with reconciliation within the presbytery.
Disaster Preparation and Assistance	at least 9	Takes measures and provides resources for preparation and response to a disaster occurring within our bounds; maintains a communication chain; applies for emergency funding.

Strategic Issues Committee: This committee develops and proposes new strategies to address identified presbytery opportunities and issues. It consists of three members of the Coordinating Council and does not include separate “Teams.”

Administration Committee: This committee addresses the administrative activities of the presbytery. It consists of six members, including three members of the Coordinating Council and the chairs of the Finance, Personnel, and Legal Teams.

Finance	6	Provides oversight and management of the funds and properties owned by the presbytery and Montgomery Presbyterian Conference Center; prepares a recommended budget; administers investment policies.
Personnel	6	Provides oversight, planning and management of personnel matters.
Legal	6	Provides oversight, planning and management of legal matters.