



Southeastern Pennsylvania Synod
Evangelical Lutheran Church in America

To: Rostered Ministers, Congregations, Synod Council Members, and Executive Officers of Synod Related Social Ministry Organizations, Agencies, and Institutions

**From: Pr. Joseph Klinger, Chair, Nominating Committee,
Southeastern Pennsylvania Synod**

Re: Nominations for 2023 Southeastern Pennsylvania Synod Assembly

Date: November 2022

How does the work of Jesus get done in Southeastern Pennsylvania Synod? By faithful members of our congregations who love Jesus, love the Church, and are willing to take leadership positions in our Synod. At the upcoming Synod Assembly, May 5, 2023, we have positions of leadership we need to fill to do the work of the Church together. This year we will elect a Synod **Secretary**, we need leaders to serve on the **Synod Council**, and we have some open positions on the **Consultation Committee** to fill.

The **Secretary** is an officer of the Synod, who also serves ex-officio on the Synod Council. According to the Synod's Constitution, Bylaws, and Continuing Resolutions:

- †S8.32 **The secretary shall:**
- a. Keep the minutes of all meetings of the Synod Assembly and Synod Council, be responsible for the distribution of such minutes, and perform such other duties as this synod may from time to time direct.**
 - b. Be authorized and empowered, in the name of this synod, to attest all instruments which require the same, and which are signed and sealed by the bishop.**
 - c. In consultation with the bishop, classify and arrange all important papers and documents and deposit them in the archives of this synod.**
 - d. Submit to the secretary of this church at least nine months before each regular Churchwide Assembly a certified list of the voting members elected by the Synod Assembly.**

The Secretary may be either Clergy or Lay, but needs to be an active, voting member of a congregation on the territory of the Southeastern Pennsylvania Synod. This is a 4-year term, expiring in 2027.

Our **Synod Council** is a *working* council that oversees the activity of our joint ministry across this 5-county region. The Synod Council serves as “the board of directors of the synod” and “its interim legislative authority between meetings of the Synod Assembly.” As such, the Synod Council reviews reports from ministry teams and committees, evaluates and considers proposals for ministry, ensures the work of the Synod is aligning with the budget adopted by the Synod

Assembly, and oversees the roster of ministers, in line with the Constitution, Bylaws, and Continuing Resolutions of the Synod.

What is the Commitment?

- 5 regular meetings, 6:00 – 8:00 p.m., in June, September, December, February, and April
- Service on a Synod Council Committee – Executive, Nominating, Finance, Constitution, Audit, or Investment Committees. Committees work on different schedules, depending on responsibilities and needs of work to be done. Generally, each committee meets five times per year, in advance of Synod Council meetings.
- Promote the work of the Synod in your Conference, and through Synod events.

Gifts and Qualifications sought:

- People who love Jesus, love the Church, and are Team players who work with others for the advancement of the Gospel.
- An active, voting member of a congregation in Southeastern Pennsylvania Synod.
- Skills in finance, accounting, administration, constitutional processes, and human resource management are particularly helpful.
- As the Synod Council receives its information digitally, and frequently meets via Zoom, ability to navigate on-line access is necessary.

Open Synod Council positions:

- 2 Clergy, that is, rostered ministers of Word and Sacrament (pastor) OR of Word and Service (deacon), terms ending 2026
- 1 Lay Man, Chester Conference Representative, term ending 2026
- 1 Lay Man, Lower Bucks Conference Representative, term ending 2026
- 1 Lay Woman, Lower Montgomery Conference Representative, term ending 2026
- 1 Lay Youth, Man or Woman, term ending 2025 (*a “youth” is one who is under the age of 18 at the time of election or appointment.*)

The **Consultation Committee** seeks to resolve disagreements within congregations on “substantive” issues. “When there is disagreement between or among factions within a congregation on a substantive issue which cannot be resolved by the parties, members of the congregation may petition the synod bishop for consultation after informing the president of the Congregation Council of their intent to do so. [I]f the bishop’s consultation fails to resolve the issue, the bishop shall refer the matter to the Consultation Committee of the synod, which shall undertake efforts to find an appropriate solution.”

Members of the Consultation Committee serve one term and are not eligible for consecutive reelection. They are part of a pool from which the Bishop may choose, and may not be needed in the time of their term of service.

Those who serve on the Consultation Committee are expected to do so with maturity, objectivity, faithfulness, and commitment. Members should be people with a strong sense of self, and strong skills in listening and communication.

Open positions on the Consultation Committee:

- 1 Lay Man, term ending 2024
- 1 Lay Man, term ending 2026

- 1 Lay Man, term ending 2028
- 1 Lay Woman, term ending 2026

Please be proactive in **seeking diversity in nominees**, both with regard to youth and young adults, and with regard to persons of color or whose primary language is other than English. Our Synod Constitution sets an intention that at least 20% of our representation be persons of color or whose primary language is other than English.

LGBTQ persons of any gender identity are also welcome to be nominated for, and serve in, these positions in our Synod. The nomination form should list the gender identification of the nominee, whether man, woman, or non-binary/non-conforming.

The synod's nominating form is available at the synod website MinistryLink.org, or by request. You may make additional copies of the nominating form if necessary. Names of prospective nominees are requested as soon as the nominee agrees to stand for election and the forms are completed. Handwritten nomination forms cannot be processed. The deadline for submission is **February 15, 2023**.

The Nominating Committee requires all nominees submit a digital photo of themselves and respond to the following questions – (1) List your top five spiritual gifts and/or personal gifts you would bring to the position if elected, and (2) How have you used these gifts in service to the church and your work? Please answer in 50 words or less.

A digital photo and responses to the questions are required for a nominating form to be considered completed. Nominating forms submitted without the required information will not be accepted and will not be placed in nomination. Completed nominating forms should be sent to:

Pr. Joseph Klinger, Nominating Committee Chairperson, at
Nominations@sepa.org

Please note:

- Those nominated must be active members of congregations of the Southeastern Pennsylvania Synod.
- As always, we seek a diversity of candidates.
- Before suggesting a person, ask whether the person is willing to serve if elected.
- The Nominating Committee is not required to place in nomination the name of any person suggested.
- Except for the congregations of the officers and the youth and young adult representatives, two people from the same congregation may not serve on the Synod Council at the same time. The Synod Council may make exceptions to this requirement to promote greater diversity and/or inclusivity.
- In light of the level of responsibility and influence of the following positions, it is our practice that a person may serve as one of the following at a time: Synod Council Member, Conference Dean, or Member of the Candidacy Committee. A person serving in any of these roles may stand for election or appointment to another, but if chosen must resign their current position.