
Synod of the Covenant

Position Description: Transitional Synod Executive

Purpose

The Transitional Synod Executive will provide interim leadership of the Synod of the Covenant, focusing first on acknowledging the trauma resulting from years of systemic conflict and disharmony; establishing a safe environment in which all are welcome, and on stabilizing Synod operations. This position will apply proven transitional ministry approaches to leading change in the Synod. This position will focus on being the primary steward of health within the system.

This position will work primarily with the Administrative Commission for Synod of the Covenant and the leadership of the constituent Presbyteries, and Synod Assembly committee chairs on fulfilling its responsibilities by;

- Working with a professional mediation consultant in application of proven reconciliation approaches;
- Facilitating the identification of shared values and sense of purpose across the Synod;
- Facilitating the development of a covenantal agreement between Synod and constituent Presbytery leadership;
- Recommending a new or modified Synod structure and purpose to the Assembly, and possibly to the 225th General Assembly;
- Establishing new standards of timely communication throughout the Synod. Utilizing best practices to ensure access to information;
- Recommending the election of new commissioners, and officers of the Synod.
- Updating Synod policies and procedures to reflect new structure and purpose;
- Determine appropriate and desired relationship of Synod programs including Racial Ethnic Caucuses, Mission to the USA, Mobile Health Fair, and Synod grants;
- Re-establishing operating budget in alignment with restructured Synod operations;
- Providing broad access to training on critical processes, procedures and operations manuals.

Relationships

The Transitional Synod Executive will be accountable to the Synod through the Administrative Commission for the Synod of the Covenant (aka Synod Assembly). He or she will:

- Coordinate with the Synod Assembly to adjust the scope of this position when the ministry of the Gospel imperatively demands it;
- Participate in denominational relationships with others in Mid-Council leadership;
- Serve on the Synod Assembly ex officio with voice and no vote;
- Develop meaningful and trusting relationships, especially with executive staffs of constituent Presbyteries and chairs of Synod committees and caucuses. These connections will be an essential position responsibility.

Resources

The Synod will provide access to a computer system and phone, and office space. Participation in conferences deemed pertinent to the position will also be supported by the Presbytery, along with access to knowledge bases and resources relevant to the role.

Essential Skills and Experiences

- Strong understanding and articulation of Book of Order Constitutional relationships between Synods and constituent Presbyteries, and practical experience navigating mid-council leadership responsibilities.
- Demonstrated ability to lead ecclesiastical, structural and cultural change that lead to positive outcomes.
- Ability to develop interpersonal relationships with those who have wide-ranging perspectives. Collaborates and consults with others. Acknowledges another's ability to lead. Can see things from others' points of view. Is a non-anxious presence in the midst of intense conflict situations.
- Able to sort the 'essential few from the trivial many' and can manage own time accordingly.
- Distinguished leader in managing all levels of conflict intensity. Knowledgeable and skilled in the application of 'Seeking to Be Faithful Together: Guidelines for Presbyterians During Times of Disagreement'.
- Uses transformative words and temperate language wisely. Approachable.
- Maintains confidentiality and neutrality where appropriate and avoids triangulation.
- Must be a member in good standing of the Presbyterian Church (USA), either a Minister of the Word and Sacrament or Ruling Elder.
- Exhibits generous listening, patience, humility and pastoral presence in the face of difficulties.
- Maintains healthy boundaries.
- Is well networked among mid-council leadership across the PC(USA)
- Exhibit tenacity, grace, and flexibility when faced with unanticipated or complex challenges.
- Create scenarios and contingency plans for options or alternative approaches.
- Self-differentiated person who can navigate ambiguous or unclear territory with grace and agility.

Compensation and Call

This position will meet or exceed the Synod minimum compensation for an exempt full-time call. This position is expected to be for up to 2 year term, and may be extended as determined by the Synod Assembly. The position will be filled by the Synod Assembly upon recommendation of the Synod Personnel Services Committee.

Evaluation

Performance reviews will be conducted annually by the Personnel Committee, in consultation with Synod Assembly leadership and Presbytery Executive Staff.

Approved by the Synod of the Covenant
