

SYNOD VICE PRESIDENT

Position Description

Qualities and Eligibility

Nominees for Synod Vice President should be deeply committed to the life and ministry of Christ's Church, especially as expressed through the Evangelical Lutheran Church in America and the Upstate New York Synod, regular in their worship attendance, and charitable with their gifts of time, talent, and treasure.

The vice president shall be a voting member of a congregation of this synod. The vice president shall be a layperson.

Nomination, Election, and Term of Service

The Nominating Committee elected by the Synod Council shall nominate at least two persons for election to the office of vice president. Additional nominations may be made from the floor of the Synod Assembly.

Background checks and screening shall be required and completed for persons nominated as synodical vice president prior to their election, if possible, or as soon as practical after their election.

The vice president of this synod shall be elected at a regular meeting of the Synod Assembly to a term of four years and may be reelected to subsequent terms without limit. A majority of the legal votes cast shall be necessary for election. The term of office shall commence at the close of the Synod Assembly at which the vice president was elected.

Duties

The vice president:

- Presides at meetings of the Synod Council and Executive Committee.
- Consults with the bishop in appointing the committees of the Synod Council.
- Confers with the bishop in the creation of agendas for Synod Council and Executive Committee meetings.
- Serves, at the invitation of the bishop or Synod Council, as a representative of the synod at synodical, conference, congregational, or other ministry events.
- Presides at the Synod Assembly as requested by the bishop.

Should the bishop die, resign, or be unable to serve, the vice president, after consultation with the presiding bishop of the Evangelical Lutheran Church in America, shall convene the Synod Council to arrange for the appropriate care of the responsibilities of the bishop until an election of a new bishop can be held or, in the case of temporary disability, until the bishop is able to serve again

The vice president shall attend and participate in gatherings of synodical vice presidents as determined by the Churchwide organization.

The vice president is responsible for overseeing the nominations process for the election of the synodical bishop as governed by constitutional provision SC/R9.04.

Privileges and Accountability

The vice president:

- Serves as an officer of this synod.
- Serves as a voting member of the Executive Committee of the Synod Council.
- Serves as a voting member of the Synod Council.
- Serves as a voting member of the Synod Assembly.
- Serves as a voting member of the Churchwide Assembly from the Upstate New York Synod delegation.
- Is accountable to the Synod Assembly and, in the interim, the Synod Council.

The vice president may call, in consultation with the Bishop, a meeting of the Executive Committee.

Other

- The vice president should have experience as chair of a council or board, and possess a working knowledge of Robert's Rules of Order.
- Excellent oral and written communications skills, organizational proficiency, adeptness with electronic communications, and the ability to handle confidential information are paramount in the vice president.
- The vice president should be versed in ELCA church structure.
- The vice president shall not receive a salary for the performance of the duties of the office.
- The vice president is financially responsible for a portion of the expenses associated with attending meetings of the Synod Council and the Executive Committee.