

**Province V Representative  
To the Executive Council  
*To be elected at the April 2022 Synod***

**Term of office:** 5 years\*

**Number to be elected:** 1 Lay

**The Executive Council of General Convention** is an elected body representing the whole church. In the three years between General Conventions, the Executive Council meets quarterly. The Executive Council has the duty to carry out programs and policies adopted by the General Convention and to oversee the ministry and mission of The Episcopal Church. Currently, the Executive Council is composed of twenty members elected by General Convention (four bishops, four priests or deacons, and twelve lay leaders) and 18 members elected by the nine provinces of The Episcopal Church.

Members carry out the program and policies adopted by the General Convention and have charge of the coordination, development, and implementation of the ministry and mission of the Church. The Executive Council is required to manage the budget of the Church, submit to the General Convention a budget for the next triennium, and make annual reports to the Church of receipts and disbursements and a statement of all trust funds and properties. They also serve as the Board of Directors of the Domestic and Foreign Missionary Society. The Council does its work within four standing committee foci: Governance & Operations, Finance, Mission Beyond and Mission Within. Click here to read the Executive Council mandate:

[https://extranet.generalconvention.org/governing\\_and\\_interim\\_bodies/executive\\_council/mandate](https://extranet.generalconvention.org/governing_and_interim_bodies/executive_council/mandate)

### **Job Description**

**Qualities and Competencies and expectations:**

All nominees must have a commitment to the ministry of Council Member and the time to fully participate. Council members need a deep commitment to God's Church, strong faith, openness to new ideas, flexibility, the ability to communicate in small and large groups, and a broad perspective of the Church. Specific skills and gifts are desired in the areas of understanding of the workings of The Episcopal Church, including Church Polity, the General Convention, and the Anglican Communion. Special knowledge of finances and budget management, organizational development, proven advocacy skills, the planning and implementation of assignments, and experience having served on a board or boards, are desired.

All nominees must be a resident in one of the fourteen dioceses which are constituent members of the Province, and must also be a confirmed adult communicant in good standing in a congregation in the Province.

**Term:**

This five-year term will begin immediately following the 80th General Convention (2022) and conclude at the last close of the 82nd General Convention in 2027.

**Meetings:**

Meetings of the Executive Council are in person unless otherwise scheduled in a virtual format for exigent reasons. (Virtual meetings were the norm during the Covid pandemic.)

Members must be able to attend and participate in all scheduled Executive Council meetings, and other such task forces and special working groups of Council, as appointed. Members are expected to arrive on time and remain until the close of the meeting. Advanced reading and preparation for each meeting of Council is required.

As an elected representative from the Province, the Council member is expected to report to the Provincial Executive Board and Provincial Synod at regularly scheduled meetings.

**Number of meetings per year:**

Three (generally held in February, June, and October); customarily, there are two 3-day meetings, and one longer 4-day meeting within the triennium. (Travel days will likely extend the amount of time committed to a particular meeting.)

**Meeting locations:**

Locations vary and take place primarily within the continental United States.

**Committee participation:**

All Executive Council members serve on a Joint Standing Committee. In addition, members will be appointed to other task forces or working groups of the Council, which generally meet in the interim between Council's regular meetings virtually, or occasionally in person.

**Meeting expenses:**

Travel arrangements are made through an approved agency and are paid for by the General Convention budget. Approved out-of-pocket expenses related to attending a Council meeting will be reimbursed.

**Interpretation:**

Interpretation and translation for Spanish speakers is in place for Executive Council meetings, Joint Standing Committees, etc. Other accommodations for language interpretation needs will be addressed on an as needed basis.

\*Due to the postponement of the 80th General Convention to July of 2020, the term will be 5 years, rather than 6 years.

**Nomination process:**

Executive Council members are elected at a provincial synod, when it is held in a General Convention year (prior to the Convention.) Each province elects one clergy and one lay representative, although not concurrently, but rather at alternating pre-General Convention synods. *Nominations for the Lay Representative to the Executive Council, to be elected in April 2022, must have a Nomination Form completed and returned by December 1, 2021. An online form is available at <https://www.provincev.org/synod.html>.*

For questions and more information, please contact:

The Rev. Heather Barta, Coordinator

[ProvinceVCoordinator@gmail.com](mailto:ProvinceVCoordinator@gmail.com)

989-413-3229

9/1/2021

**Province V Synod 2022  
Nomination Form  
Executive Council of the Episcopal Church**

**Nominations are due December 1, 2021**

*An online form is available at <https://www.provincev.org/synod.html>.*

***This year, the province will elect one lay person who is a confirmed adult communicant who in good standing in a Diocese which is a constituent member of the Province.***

*Please print or complete as a .doc.*

I nominate \_\_\_\_\_ for

Executive Council of the Episcopal Church (lay member)

Nominee's email address \_\_\_\_\_

Nominee's phone \_\_\_\_\_

Nominee's mailing address \_\_\_\_\_

Nominator's name: \_\_\_\_\_

Nominator's email address \_\_\_\_\_

Nominator's phone \_\_\_\_\_

Title / Role of nominator \_\_\_\_\_ Date \_\_\_\_\_

***The election of this position will occur during the Provincial Synod, April 2022***

**Please email form to:**

Heather Barta, Coordinator of Province V

provincevcoordinator@gmail.com      989-413-3229

*Heather will contact the nominee to collect biographical information and a photo.*