



<u>Site</u>	<u>Parish</u>	<u>Coordinators/Instructors</u>
*Pittsboro	A	Evan Harrison and John Johnson
Sedgefield	B and C	Frank Dew, Leigh Wisner, Donna Chase, and Kim Row
First, Salisbury	D	Joanne Glaser and James Harley
Beulah	E	Rainey Ratchford and Rachael Brooks

\* Designated tech site for participants choosing to Zoom - if inclement weather, all participants will use Zoom.

## Schedule

9:30-10:00 am	Gathering with light breakfast and beverages provided by host church or coordinators
10:00-10:50 am	Part 1: Everything you need to know about Presbyterian Government, the Book of Order and the Book of Confessions
11:00-Noon	Part 2: Everything you need to know about the nuts and bolts of serving as a Ruling Elder
Noon	Optional Lunch and Discussion - Participants provide their own lunch

## Materials

All participants should have access to a Book of Order - Print edition or download - need will be assessed during registration process

## Curriculum

### Part 1 - In Good Order - Government, The Book of Order, The Book of Confessions

What is a Presbyterian Form of Government

Brief comparison to Congregation and Episcopal forms of government

Structure of Presbyterian Government

Elders provide the foundation as:

Spiritual Leaders

Representatives

Introduction to the Book of Confessions

Where do the confessions come from?

How might they be used?

Consideration or overview of the content.

Introduction to the Book of Order

The priority of the Book of Order in relation to Jesus Christ, Scripture and the Book of Confessions.

Structure and Organization of the Book of Order

4 Sections

Highlights of updates and New Amendments- CPT, MOO, Nominating committee

Case Studies provided by Joanne

Who to contact with questions handout

## **Curriculum**

### **Part 2 - Nuts and Bolts**

What does it mean to be a Ruling Elder?

“Ruling” does not mean an elder is the authority over others in the church. “Ruling” means “keeping the straight edge” so the church operates in good order locally and in relationship with the denomination.

What are the specific duties of a Ruling Elder?

Routine Tasks

Special Tasks

Preaching

Sacrament of Communion

Commissioned Ruling Elders

Review ordination questions

Everyone answers the same questions

Special Responsibilities when No Pastor

How are Elders chosen?

What does it mean to be a Deacon?

How do Deacons and Elders work together?

Session Meetings

How often

Role of the Moderator

Role of the Clerk of Session

Role of Committees

Rules of Order

Budgets- missional approach

Agenda for Meetings

Begin with Prayer

Reports

Old Business

New Business

End with Prayer