



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: Ms. Emily Valentine, Chair of the Nominating Committee, Southeastern Pennsylvania Synod

Re: Nominations for 2025 Southeastern Pennsylvania Synod Assembly

Date: December 2024

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 30 & 31, 2025**, we will be electing leaders to serve on the **Synod Council**.

First, we list the positions for which we seek nominees. In the second half of this letter is information describing the expectations of the positions, and the desired qualities of those who might serve.

Open Synod Council positions:

2 Clergy, that is, rostered ministers of Word and Sacrament (pastor) OR of Word and Service (deacon), terms ending 2028.

- 1 Lay Woman, Delaware Conference Representative, term ending 2028
- 1 Lay Woman, North East/North West Philadelphia Conference Representative, term ending 2028.
- 1 Lay Man, Upper Montgomery Conference Representative, term ending 2028.
- 1 Lay Young Adult Representative, term ending 2028. A person of any gender identity may be nominated. A “young adult” is considered any person between the ages of 18 and 30 at the time of election or appointment.
- 1 Lay Youth Representative, term ending 2027. A person of any gender identity may be nominated. A “young adult” is considered any confirmed person under the age of 18 at the time of election or appointment.

Synod Vice President

In addition to these positions, the Assembly will also be electing a Vice President for a term ending 2029. The Vice President shall be a lay person, who is a voting member of a congregation of our synod. According to the Constitution, Bylaws and Continuing Resolutions of the Southeastern Pennsylvania Synod,

S9.05. The Nominating Committee shall nominate at least one person for vice president only if there is an incumbent; otherwise, the Nominating Committee shall nominate at least two persons for vice president. Additional nominations may be made from the floor.

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 **March 15, 2025**.

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:

Ms. Emily Valentine, Nominating Committee Chairperson, at Nominations@sepa.org

Please note:

- Those nominated must be active confirmed 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.

Descriptions of Positions and Qualifications sought:

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.

The Vice President is an officer of the Synod, and as such also serves on the Synod Council. From the Constitution, Bylaws and Continuing Resolutions of the Southeastern Pennsylvania Synod,

†S8.21. **The vice president shall be elected by the Synod Assembly, the vice president shall be a layperson. The vice president shall be a voting member of a congregation of this synod. The vice president shall not receive a salary for the performance of the duties of the office.**

S8.21.01. The vice president may serve no more than three terms consecutively.

S8.22. **The vice president shall chair the Synod Council.**

S8.22.01. The vice president shall be an *ex officio* voting member from the Synod to the Churchwide Assembly. In the event that the vice-president is unable to attend the Churchwide Assembly an additional nominee for the appropriate lay panel shall be made by the Nominating Committee.

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.