

INTERIM MINISTRY COMMITTEE

~ Job Description ~

Purpose Statement:

- To interview applicants seeking designation as an Interim Minister, determine their suitability for Interim Ministry, and determine appropriate Interim Ministry training and education
- To evaluate the effectiveness of the Interim Minister following a period of Interim Ministry
- To provide for consultation about co-ordination of Interim Ministry policies and procedures
- To liaise with other Conference Interim Ministries and the appropriate General Council unit on policy matters

Job Title: MEMBER of the Conference Interim Committee

Participant Group(s): *Who will the person be working with outside the committee?*

- Interim Ministers or potential Interim Ministers
- Congregations considering Interim Ministry
- Chairperson sits on the Division of MP&E which meets three(3) times a year

Length of Appointment: Three(3) Years
Renewable Once

Goals of the Job:

- To discern suitability of ministers for Interim Ministry
- To education constituency re. Interim Ministry
- To work with Presbyteries to establish effective Interim Ministries
- To work with other partners in the Church re. Policies

Outline of Responsibilities:

For Members:

- Attendance at meetings – approximately four(4) per year
- Participation in interview teams
- Occasional educational presentations to congregations
- Self-education re. Interim Ministry

For the Chairperson:

- Sending out interview information and material
- Designing agendas
- Liaising with Interim ministers re. Process
- Attendance at MP&E meetings

Boundaries and Limits of the Position:

- Recommend to Conference Executive
- Accountable to Division of MP&E and Conference Executive
- Members are accountable to the whole committee for attendance and functioning

Skill / Experience / Qualifications Required:

- To be an Interim Minister, or, for lay members, being a presbyter with experience of Interim Ministry

Personal Traits and Qualities Needed:

- Ability to keep confidentiality (as there is some access to sensitive personal information)
- Interest in Interim Ministry
- Listening Skills
- Ability to articulate the value of Interim Ministry
- Good discernment of personal characteristics
- Ability to work as part of a team
- Ability to share own perspectives

For the Chairperson:

- Organizational Abilities
- Ability to motivate
- Passion for Interim Ministry

Orientation and Training Available:

- On the Job

Support / Supervision / Evaluation Provided:

- Conference Staff
- Mutual support and supervision
- Evaluation of the quality of the committee's work measured by the work of Interim Ministers

Mandatory Activities:

- To take part in interview activities
- To attend meetings