

Webster Presbyterian Church
SESSION COMMITTEE JOB DESCRIPTION

Committee: Governing Body Relations

Revision Date: *August 31, 2016*

References: Scripture - *1 Corinthians 14:40* “Let all things be done decently and in order.”
1 Corinthians 12:12 “The body is a unit, though it is made up of many parts; and though all of its parts are many, they form one body. So it is with Christ.”

Book of Order - G-2.0202, 2.0402, 3.0201c, 3.0202, G-4.0101, W-1.4007

Mission: The mission of the Governing Body Relations Committee is to promote harmonious relationships between the Session and entities within Webster Presbyterian Church (i.e., committees, boards and other organizations, the congregation) and between the Session and higher governing bodies (i.e., Presbytery of Genesee Valley, Synod of the Northeast and General Assembly).

General Responsibilities: This committee has general responsibility for promoting harmonious relations among the church’s governing bodies and with the congregation. It is also responsible for maintaining the [Operating] Policy and Procedures Manual adopted by the WPC membership.

Composition: 6 to 8 members including: Committee Chair, Clerk of Session, *Commissioner to Presbytery*, 1 Trustee, 1 Deacon, 1 Youth (if available), up to 2 at large members.

Committee Chair: Session Member

Meetings: As needed, beginning and ending in prayer.

Specific Responsibilities: This committee has the responsibility:

1. to develop and maintain a WPC Policy and Procedures Manual which includes its by-laws, committee job descriptions, church-related policies and other relevant documents;
2. to monitor the activities of presbytery, synod and general assembly, and to report relevant matters to Session and to the congregation;
3. to engage in an on-going process for the education and mutual growth of the Session;
4. to recommend or otherwise assist Session as needed, in determining the appropriate use of church buildings and facilities;
5. to propose to Session, and through it to presbytery, synod and general assembly such measures as may be of common concern to the mission of the whole church;
6. to recommend to Session candidates to serve as elder commissioners and alternates to Presbytery of Genesee Valley;
7. to facilitate and assist Session in its implementation of the principles of participation and inclusiveness to ensure fair representation in the decision making of the church;
8. to facilitate and assist Session, as needed, with the instruction, examination, ordination, installation and welcoming into common ministry, elders and deacons on their election by the congregation, and also with the inquiry into their faithfulness in fulfilling their responsibilities;

Webster Presbyterian Church
SESSION COMMITTEE JOB DESCRIPTION

9. to identify, assist and make recommendations to Session regarding matters not detailed in the New Form of Government (effective July 10, 2011, see New Book of Order 2013/2015); and
10. to serve as facilitator for Session activities that cannot be assigned to other Session committees.

Approved by the WPC Session on September 12, 2016