



Presbytery of Des Moines

NOMINEE BIOGRAPHICAL SKETCH

For use by the Presbytery of Des Moines' Nominating Committee

NAME _____ DATE _____

MAILING ADDRESS _____

E-MAIL _____

HOME PHONE _____ WORK PHONE _____

AGE _____ ETHNIC BACKGROUND _____

CHURCH _____ NOMINATED BY _____

COMMITTEE/TASK FORCE/GROUP OF INTEREST _____

The following information will be helpful as the committee tries to match nominees' interests and abilities to the needs of the Presbytery.

EDUCATION/TRAINING _____

WORK EXPERIENCE _____

VOLUNTEER EXPERIENCE _____

Church Activities and Offices

LOCAL CONGREGATION _____

PRESBYTERY _____

SYNOD _____

GENERAL ASSEMBLY _____

COMPLETE AND MAIL TO:

The Presbytery of Des Moines, 2400 – 86th Street, Suite 20, Urbandale, Iowa 50322-4306

Brief Descriptions of Presbytery Committees, Task Forces and Groups

Budget and Finance Committee: Meets as needed and is responsible for preparing a budget timeline: 1) establishing the per capita for approval by the Presbytery; 2) receiving and approving budget proposals from committees, task forces and groups; 3) presenting a revised/final budget for approval; and 4) having responsibility for oversight of the current year's budget. Membership: 6

Committee on Preparation for Ministry (CPM): Meets a minimum of four times a year and oversees the training, education, and financial aid for all Inquirers and Candidates for the ministry within the Presbytery. Membership: 7.

Committee on Representation: Meets several times a year (preferably as early as possible in the calendar year) for the purpose of reviewing the ethnic/racial/handicapped balance of membership on Presbytery committees, task forces, and task groups. Membership: 6.

Congregational Care and Development (CCD) Committee: Meets the first Tuesday of each month at 2:00 p.m., for the purpose of 1) guiding and training search committees which includes approval of Church Information Forms; 2) approving persons being considered by search committees; 3) approving calls and terms of call; 4) providing care and monetary assistance to congregations; 5) along with PCD, working with conflicted congregations; and 6) arranging session visits at least every two years. Membership: 21.

Nominating Committee: Meets at least four times a year for the purpose of nominating individuals to serve on Presbytery committees. Membership: 9. The members are nominated by Leadership Council.

Permanent Judicial Commission: Serves as a commission to preside over the investigation on judicial cases and bring them to conclusion. Membership: 7 (4 clergy, 3 elders).

Personnel Committee: Meets four times a year and oversees employment policies, practices, procedures, compensation and benefits for all paid staff, except for elected officers of the Presbytery. It also oversees the staff and schedules their yearly reviews. Membership: 3.

Professional Care and Development (PCD) Committee: Meets every two months for the purpose of 1) implementing supportive placement process; 2) providing oversight of clergy and lay professional work; 3) implementing performance review and professional development processes for church professionals; 4) working with personnel committees or sessions on personnel issues; 5) holding exit interviews; 6) along with CCD, working with conflicted congregations; and 7) creating continuing education opportunities. Membership: 9.

Sexual Misconduct Response Team: Meets several times a year to work with and be available to the accuser, the accused, the alleged victim, the families involved, the congregation, and co-workers of parties involved in alleged sexual abuse cases reported in the Presbytery. Membership: 7.

Stewardship and Mission Interpretation (SMI) Committee: Meets monthly and works to interpret mission and develop stewardship. Membership: 6.

Camping/Youth Ministries Taskforce: Meets four to six times a year and is responsible for providing a program of outdoor ministries (camp), and youth ministries activities for the Presbytery. Membership: not limited.

CROSS Ministries Taskforce: Meets as needed and coordinates relations with CROSS Ministries. Membership: not limited.

Older Adult Ministries Taskforce: Meets regularly to develop educational programs and publicize activities related to ministries with older adults. Membership: not limited.

Social Ministries for Peace and Justice Taskforce (SMTF): Meets six times a year and seeks to equip members of local congregations with sensitivity to the Gospel's call for God's people to promote social justice and peace through education and advocacy. It promotes special offerings (i.e., Rural Harvest and Peacemaking) and coordinates relations with our sister parish in El Salvador (Compañeros) and our partnership in Egypt (Joining Hands with Egypt). Membership: not limited.

Sudanese Ministries Taskforce (Khadamat Sudaniya): Meets monthly to develop ways to support Sudanese ministries in the Presbytery. Membership: not limited.

Transformation Team: Meets regularly to develop transformational skills in order to guide the Presbytery and its congregations in the transformation process. Membership: not limited.

Visioning Team: Meets regularly to assist the Leadership Council as it develops a vision for the Presbytery and its congregations. Membership: not limited.

Women's Advocacy Taskforce: Meets as needed and identifies and defines issues that are of importance to women and designs strategies and specific programs relating to Presbytery's approved goals. It functions as an advocate and support for women in ministry, lay and clergy, women with special needs such as clergy wives and non-clergy personnel, and women staff. Membership: not limited.

Worship Task Group: Meets four times a year to plan Presbytery meeting worship. Membership: not limited.