

RESPONSIBILITIES OF EOP MODERATORS JANUARY 2007

COMMITTEE MODERATORS are responsible to the presbytery in three ways:

With regard to Committees:

- guide the work of the committees, with the assistance of staff liaisons, providing for committee agendas, minutes, and reports
- provide for the full participation for each committee member
- be responsible for vouchers and financial accounting on all committee matters
- make recommendation to the Nominating Committee with regard to committee vacancies and the re-election of eligible committee members

With regard to the Presbytery Council:

- attend all Council meetings (or provide for a representative from the committee in the moderator's absence)
- Connecting Congregations, Developing Congregations, Ministry, Mission, Resourcing Congregations, & Trustees attend quarterly meetings of the Coordinating Team
- work with all members of the Council to coordinate the mission and ministry of Eastern Oklahoma Presbytery

With regard to Presbytery:

- attend all meetings of the presbytery (or provide for a representative from the committee in the moderator's absence)

MODERATOR(S) OF PRESBYTERY (normally, a three-year assignment):

VICE-MODERATOR OF PRESBYTERY (year one):

- Serves on Presbytery Council and on committee to plan presbytery meetings
- Moderates meetings of presbytery in the moderator's absence
- Convenes ordination and installation commissions in the moderator's absence
- Prepares to serve as Moderator of Presbytery

MODERATOR OF PRESBYTERY (year two):

- Moderates meetings of presbytery (usually four per year)
- Convenes ordination and installation commissions
- Appoints (with advice from Stated Clerk) commissions between presbytery meetings
- Serves on Presbytery Council and on committee to plan presbytery meetings
- Prepares to serve as Moderator of Council

MODERATOR OF COUNCIL (year three):

- Moderates Council meetings (usually 4-5 per year)
- Serves on committee to plan presbytery meetings
- Reports Council actions to presbytery meetings (four times per year)
- Serves as moderator of presbytery meetings in absence of moderator and vice-moderator