

Administrative Policy 7:

Nomination of Commissioners and YAAD to General Assembly

The body of Christ is a gift and the connectional nature of the Presbyterian Church (U.S.A.) is an expression of that gift. Serving as a commissioner to the biannual General Assembly (GA) is therefore a great opportunity to exercise one's faith and contribute to the body of Christ. All commissioners shall be committed to Christ and His Church and supportive of the ministry and mission of their home congregation and of the other governing bodies of the PC(U.S.A.).

A. TEACHING ELDERS

1. QUALIFICATIONS

Any teaching elder on the Active Roll of the presbytery who fulfills the requirements listed below is eligible to submit an application to serve as a teaching elder commissioner to the General Assembly.

- a. Has been faithful to her/his ordination vows.
- b. Has attended three (3) of the five (5) stated meetings of the presbytery in the twelve months preceding the application deadline.
- c. Is serving or has served on council, divisions, committees or task forces of presbytery, synod or General Assembly during the twenty four months prior to the application deadline.
- d. Has been a member of Heartland Presbytery for at least three (3) years preceding the application deadline.
- e. Ordinarily a teaching elder commissioner will not have previously served Heartland Presbytery as a commissioner to General Assembly.

2. APPLICATION

The application to serve as a teaching elder commissioner is included as Addendum A below and is to be submitted to the Committee on Nominations. The deadline for submitting an application is September 30 in the year immediately preceding a meeting of the General Assembly.

3. SELECTION

The presbytery shall elect no more than 2 commissioners of the same gender as teaching elder or ruling elder commissioners to the General Assembly with no more than 2/3 of the commissioners

from the same gender. The same ratio shall be maintained in electing alternate commissioners. Alternate commissioners shall be of the same gender as commissioner for whom they are an alternate-

The Committee on Nominations of Heartland Presbytery will review applications and nominate a slate of teaching elder commissioners and alternates to the Presbytery. The committee will review each application, giving consideration to:

- a. The service applicants are offering and/or have offered Heartland Presbytery or other presbyteries, as well as Synod or General Assembly.
- b. The gifts applicants bring to General Assembly and Heartland Presbytery in the role of commissioner to the General Assembly.
- c. A willingness to fulfill the role of commissioner as defined in “The Role of the Commissioner.” (See section E.)
- d. The Committee on Nominations will seek to nominate a slate of commissioners that represents the full diversity of Heartland Presbytery, while also respecting the gifts and service of nominees. The presbytery shall elect no more than 2 commissioners of the same gender as teaching elder commissioners to the General Assembly with no more than 2/3 of the commissioners from the same gender.
- e. An alternate shall be chosen specifically for each of the teaching elder commissioners and shall be of the same gender as the commissioner replaced. Similar consideration should be given to the racial and ethnic category as the commissioner for whom she/he is the alternate. The same ratio shall be maintained in electing alternate commissioners as noted above in (d).
- f. In keeping with the Book of Order (F-1.0403), to assure that minorities and women are represented, or to allow for the nomination of a commissioner for a special reason, one (1) commissioner may be chosen who may not fit the enrollment guide lines.
- g. Ordinarily the Committee on Nominations will place a slate in nomination at the stated meeting of Presbytery held in November prior to the meeting of General Assembly.

B. RULING ELDERS

1. *QUALIFICATIONS*

Any congregation within the boundaries of the presbytery which fulfills the following requirements is eligible to nominate up to two ruling elders to the Committee on Nominations.

- a. For a congregation to be eligible to nominate ruling elders, the congregation must have had a ruling elder commissioner in attendance at least three (3) of the five (5) stated meetings of the Presbytery in the twelve months prior to the application deadline. The Committee on Nominations will be responsible for choosing a slate of ruling elder candidate's representative of the presbytery from those names presented to it by the eligible churches. Sessions who send names of ruling elders representing both genders and various racial and ethnic categories will have the best chance of having one of their ruling elder's names chosen for the nominations slate.
- b. A commissioner is a person who is faithful to her/his ordination vows.
- c. The ruling elders who wish to be nominated as a commissioner ordinarily must have served in leadership roles within twenty-four months prior to the application deadline in the local congregation and/or Heartland Presbytery by serving on committees or other forms of leadership.
- d. Applicants must also have familiarity with the governance and mission of the Presbyterian Church as a whole and be willing to fulfill the role of commissioner as defined in section E of this document.
- e. Applicants ordinarily must have been an ordained ruling elder for three years prior to the application deadline.
- f. Ordinarily a ruling elder commissioner would not have previously served Heartland Presbytery as a commissioner to General Assembly.

2. APPLICATION

A ruling elder desiring to serve as a commissioner to General Assembly who meets the above qualifications may self-nominate or may be nominated by the session of the ruling elder's congregation of membership, with that ruling elder's consent. In either case, the Session of the congregation where the applicant's membership resides must complete the application in Addendum B. The application deadline is September 30, in the year immediately preceding a meeting of the General Assembly.

3. SELECTION

The Nominating Committee of Heartland Presbytery will review applications and nominate a slate of ruling elder Commissioners and Alternates to the Presbytery. The committee will review each application giving consideration to:

- a. The service applicants have offered their home congregation, and/or Heartland Presbytery as well as Synod or General Assembly. Service beyond the congregation is not required.

- b. The gifts applicants bring to General Assembly and Heartland Presbytery
- c. A willingness to fulfill the role of Commissioner as defined in “The Role of the Commissioner” (see section E).
- d. The Nominating Committee will seek to nominate a slate of ruling elder commissioners that represents the full diversity of Heartland Presbytery, while also respecting the gifts and service of nominees. The presbytery shall elect no more than 2 commissioners of the same gender as ruling elder commissioners to the General Assembly with no more than 2/3 of the commissioners from the same gender. The same ratio shall be maintained in electing alternate commissioners. Alternate commissioners shall be of the same gender as commissioner for whom they are an alternate.

C. YOUNG ADULT ADVISORY DELEGATES (“YAAD”)

1. QUALIFICATIONS

- a. YAAD to the General Assembly must be between the ages of 17 and 23 on the day the Assembly convenes.
- b. The YAAD should be currently active in his/her local congregation, and supportive of the ministry and mission of that congregation and of the other governing bodies of the Presbyterian Church (U.S.A.). The person should be familiar with the structure, the mission, and the "workings" of the governing body to which he/she has been commissioned.
- c. If a YAAD is ordained, he/she should be faithful to his/her ordination vows.

2. APPLICATION

- a. The Committee on Nominations will send applications for YAAD (see Addendum C) for General Assembly no later than June 20th of the year prior to the meeting of the General Assembly. The applications will be sent to the Pastor, the Clerk of the Session, and the Youth Director, if there is one, of all the congregations in Heartland Presbytery, and to the person who coordinates the youth work of the Presbytery.
- b. Completed applications must be returned to the Presbytery Office no later than Tuesday, August 15, 2017, of the year prior to the meeting of the General Assembly
- c. Applicants must have the recommendation of their Sessions.

3. SELECTION

The Nominating Committee of Heartland Presbytery will review applications and nominate one Young Adult Advisory Delegate and one Alternate. The committee will review each application giving consideration to:

- a. The service applicants have offered their home congregation, and/or Heartland Presbytery as well as Synod or General Assembly. Service beyond the congregation is not required.
- b. The gifts applicants bring to General Assembly and Heartland Presbytery
- c. A willingness to fulfill the role of Commissioner as defined in “The Role of the Commissioner” (see sections E and F).
- d. The Nominating Committee will seek to nominate a Young Adult Advisory Delegate who represents the full diversity of Heartland Presbytery, while also respecting the gifts and service of nominees. The Alternate YAAD shall be of the same gender as the YAAD for whom they are an alternate.

D. NOTIFICATION TO ALL COMMISSIONERS AND YAAD

The Committee on Nominations shall notify all the commissioner and YAAD nominees and alternates in advance of the November Stated Meeting of Presbytery, and confirm their willingness to serve.

E. THE ROLE OF COMMISSIONERS AND YAAD

1. ALL COMMISSIONERS AND YAAD

- a. Commissioners and YAAD should understand the seriousness of their task and be committed to faithfully performing it to the best of their ability under the guidance of the Holy Spirit.
- b. Commissioners and YAAD should recognize that they are not to be instructed by the commissioning body as to how they are to vote, but should remain open to the guidance of the Holy Spirit through the discussion and debate which occurs during the deliberations of the General Assembly.
- c. In advance of the General Assembly, commissioners and YAAD should be willing to participate in all of the orientation sessions provided and to engage in diligent preliminary study of the issues to come before the body.
- d. During the General Assembly, commissioners and YAAD should attend all sessions faithfully. It is typical for sessions to begin at 9:00 a.m. and carry into the evening. Participating in a General Assembly is a spiritually, intellectually and physically demanding experience.

e. After the General Assembly, commissioners and YAAD should be prepared to make a report regarding their experience at General Assembly to the body which has commissioned them. Commissioners and YAAD should also be available to the Presbytery to speak on issues relating to the General Assembly throughout their term as Commissioners or YAAD (which lasts until the following Assembly). It is recognized that YAAD may require some flexibility in participating in such post-assembly gatherings due to academic schedules.

f. Commissioners and YAAD will receive all materials in advance via internet. Email and internet accessibility are required. A personal laptop or the ability to borrow one for the duration of the assembly is very helpful. If commissioner or YAAD cannot bring a personal laptop to the assembly, the General Assembly will make rentals available in the assembly convention center.

F. THE ROLE OF YOUNG ADULT ADVISORY DELEGATES

a. During the opening committee sessions of the General Assembly, YAAD have both voice and vote in all committee deliberations.

b. During the plenary sessions, YAAD have voice and cast advisory votes. These advisory votes are taken before the teaching elder and ruling elder commissioners cast their binding votes on each issue before the assembly.

Addendum A

**Application to serve as a
Teaching Elder Commissioner
to the General Assembly from Heartland Presbytery**

This application **must** be returned to the Nominating Committee by **August 15, 20__**

Please mail your completed application to: Heartland Presbytery, Attention Nominations Committee, 3210 Michigan, Suite 200, Kansas City MO 64109

All commissioners must have internet access as ALL materials are available only on-line. All applicants must be available to attend General Assembly at (location) _____, on (date) _____. There will be training sessions provided for commissioners.

Name _____ Email _____
Address _____ Phone _____
Date of Ordination _____
Date of Membership in Heartland Presbytery _____

1.) Service to Heartland Presbytery, Synod, or General Assembly within the past 24 months:

2.) Additional Service to Presbytery, Synod or GA:

3.) Gifts that you would bring to the work of General Assembly:

4.) State your reasons for wanting to serve as a Teaching Elder Commissioner (Please limit your response to 400 words on an additional page)

5.) Are you willing to fulfill the “Role of Commissioner” as defined in section E of Administrative Policy 7? Yes _____ No _____

6.) Have you served as a commissioner to General Assembly before? If so, when? _____

Addendum B

**Application to serve as a
Ruling Elder Commissioner
to the General Assembly from Heartland Presbytery**

This application **must** be returned to the Nominations Committee by **August 15, 20__**
Please mail your completed application to: Heartland Presbytery, Attention Nominations
Committee, 3210 Michigan, Suite 200, Kansas City MO 64109

Commissioners must have internet access as ALL materials are only published on line.
All applicants must be available to attend General Assembly at (location) _____
on (date) _____. There will be training sessions provided for commissioners.

Name _____ Church _____
Address _____ E-mail _____
Phone _____
Date of Ordination as Ruling Elder _____

- 1.) Service to Your Congregation within the past 24 months:

- 2.) Additional Service to your congregation beyond the past 24 months:

- 3.) Service to Heartland Presbytery, Synod, or General Assembly:

- 4.) Gifts that you would bring to the work of General Assembly:

- 5.) State your reasons for wanting to serve as a Ruling Elder Commissioner (please limit your
response to 400 words on an additional page).

- 6.) Are you willing to fulfill the “Role of Commissioner” as defined in section E of
Administrative Policy 7? Yes_____ No_____

- 7.) Have you served as a commissioner to General Assembly before? If so, when? _____

*THIS PAGE TO BE COMPLETED BY THE SESSION
OF THE APPLICANT'S CHURCH*

A ruling elder desiring to serve as a commissioner to General Assembly may self-nominate or may be nominated by the Session of the ruling elder's congregation of membership with that elder's consent. In either case, The Session of the congregation where the applicant's membership resides MUST complete this page as part of that person's application.

a. _____ (name of applicant) has been an ordained elder at least three years, is on the active membership roll of _____ (name of congregation) and to our knowledge has no ecclesiastical charges pending against him/her at the present time.

b. Please use the space below to share any information about the applicant you think will assist the Presbytery Nominations Committee in their discernment.

Moderator

Clerk of Session

Addendum C

**Application to serve as a
Young Adult Advisory Delegate (“YAAD”)
To the General Assembly from Heartland Presbytery**

This application **must** be returned to the Nominating Committee by **August 15, 20__**
Please mail your completed application to: Heartland Presbytery, Attention Nominations
Committee, 3210 Michigan, Suite 200, Kansas City, MO 64109

All YAAD must have internet access as ALL materials are available only on-line. All applicants
must be available to attend General Assembly at (location) _____ on (date) _____.
There will be training sessions provided for YAAD.

Name _____ Church _____

Address _____ E-mail _____

Phone _____ Date of Birth _____

If ordained, date of Ordination as Ruling Elder or Deacon (circle one): _____
(It is not required that YAAD be ordained.)

Use an additional page, if necessary, to complete the following questions.

1.) Service to your congregation within the past 24 months:

2.) Additional Service to your congregation beyond the past 24 months:

3.) Service to Heartland Presbytery, Synod or General Assembly:

4.) Gifts that you would bring to the work of General Assembly:

5.) State your reasons for wanting to serve as a Young Adult Advisory Delegate (please limit
your response to 400 words on an additional page).

6.) As a Young Adult Advisory Delegate, are you willing to fulfill the Role of the Commissioner
and Young Adult Advisory Delegate as defined in sections E and F of Administrative Policy 7?
Yes _____ No _____

6.) Have you served as a YAAD to General Assembly before? If so, when? _____

This page is provided for written recommendation by the Session of the congregation where the applicant’s membership resides.

a. _____ (name of applicant) is on the active membership roll of _____ (name of congregation).

b. Please use the space below to share any information about the applicant you think will assist the Presbytery Nominations Committee in their discernment.

Moderator

Clerk of Session