

PRESBYTERY OF WEST VIRGINIA
REPORT OF THE JEREMIAH 29:11 MISSION STUDY GROUP (JMSG)
December 3, 2011

RECOMMENDATION:

1. The Jeremiah 29:11 Mission Study Group **RECOMMENDS** that the Presbytery affirm the vision set forth by the JMSG for the Presbytery of West Virginia, moving in the direction outlined in the attached report, guided by the Holy Spirit and the Transition Team.

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List of Clusters in Alphabetical Order by Church (on website in January)



For surely I know the plans I have for you, says the LORD, plans for your welfare and not for harm, to give you a future with hope.

“God planted us in the hills and hollows to grow in faith and relationship”

Introduction

This report was presented in preliminary form to the September 2011 Presbytery of WV meeting, and in final form to Council at its November 10 meeting. We are humbled that the presbytery entrusted this mission study to us. We are also very proud of the work represented here and in the resulting recommendations, and we believe they will represent very positive and productive steps forward for the Presbytery of West Virginia. As we stated in our September report, we know this report includes some difficult recommendations. We present the report as a whole vision, rather than individual recommendations. It is our hope that the Presbytery will see this as we do – as one integrated and interconnected plan that we expect to live into and tweak together as we go.

Background

The Presbytery of WV commissioned the Jeremiah 29:11 Mission Study Group in early 2010 with the directive to conduct a presbytery-wide mission study. We held 28 Listening Sessions representing 37 churches, ten Listening Sessions with PWV committees; eight with Sessions who could not send representatives to the larger Listening Sessions, one extended Listening Session with the Presbytery staff, and one with the Westminster Foundation of WV. The goal was to identify common threads from as many members as possible. We also sought input from other presbyteries that have recently reorganized to find out what is working and what is not. We read papers on models. We prayed, we sang, we studied, we got artsy, we laughed and cried, and even appointed a Cairn Terrier (Scottish breed, of course) as our unofficial mascot and lowered any rising blood pressure by petting him when things got tense.

When we finished the Listening Phase (although we’ve been listening all along) and entered the Discernment Phase, we identified recurring themes and found a very clear pattern identifying these core values:

Ministry – Supporting Churches

Missions – Serving Community

Building Relationships – Building connections with God and one another

Our goal has always been to be:

- as responsive as possible to the stated needs of the Presbytery *as a whole* within the context of our Core Values, for example;
 - **Ministry** – continued dedication to support those ministries that help our members/churches/leaders to grow in faith, and recommending a position to support congregations;
 - **Missions** – continue to support combined missions (local and international), partner with WVMAW and Westminster Foundation, and provide resources for congregations through a staff person dedicated to issues such as Hunger and Older Adult ministry;
 - **Building relationships** – recommending measures that focus on building relationships between churches, strengthening communications, and the creation and support of eight (8) cluster shepherds.
- fiscally responsible in the face of a drastically changing financial landscape; and
- compassionate and sensitive to the affect these recommendations have on real lives, colleagues and friends.

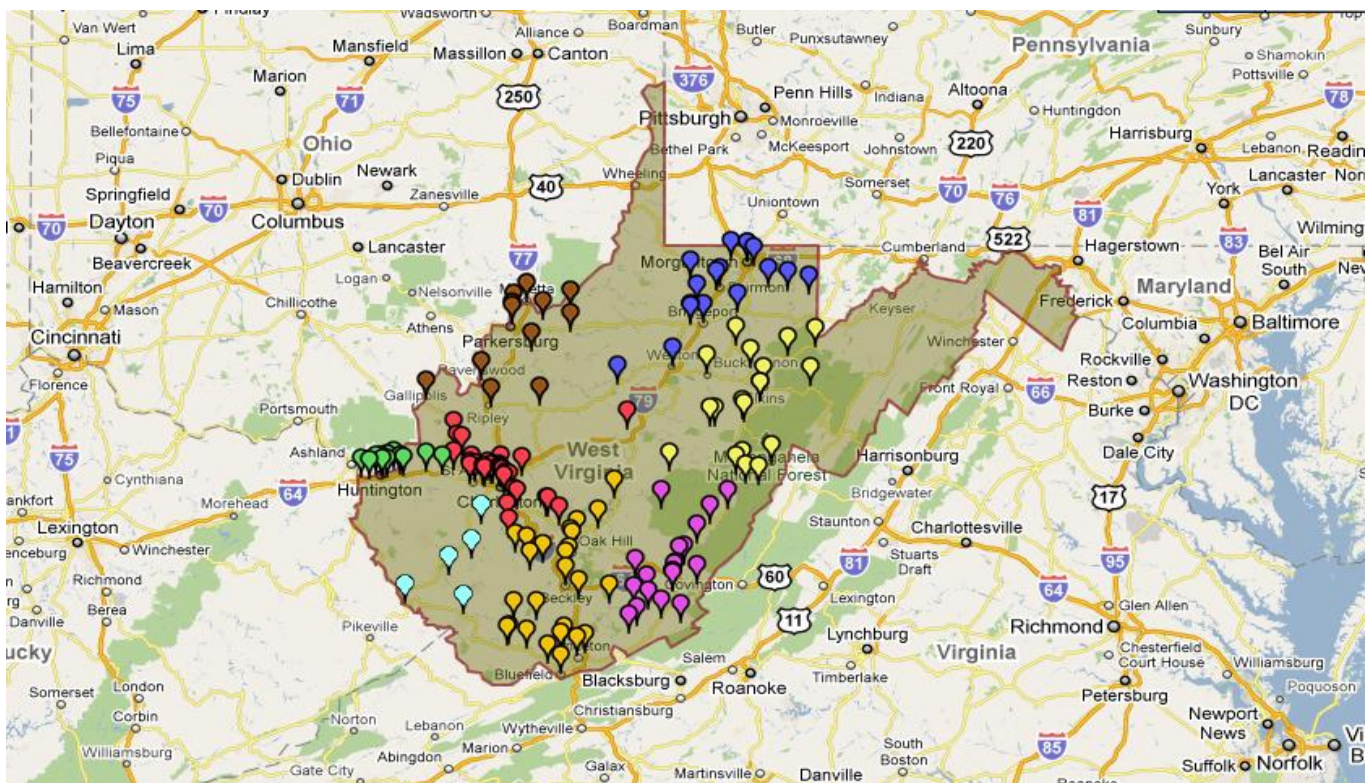
We organized ourselves into four working teams: Presbytery Structure, Committees/Affinity Groups, Bluestone, and Staffing. These teams grappled with the data we gathered and then molded it all into the plan that we present to the presbytery as our best faith effort.

Presbytery Structure

Clusters.

The churches within the Presbytery of West Virginia will be organized into eight clusters, defined as geographical divisions surrounding a population center with the purposes of mission, ministry, and relationship building. Clusters will be in place to facilitate and encourage multi-church training, committee work, fellowship, education, mission projects, affinity groups, and other decentralized needs as they evolve.

- **Who provides leadership to the clusters?** Cluster shepherds, who are recommended from within clusters by member churches. The Administration Committee is responsible for confirming shepherds recommended to them by the Clusters. Ruling and Teaching Elders may serve as Cluster Shepherds.
- **What will the leaders do?** They are the face of Presbytery in the local community, connecting folks to the larger church. They also act as advisors to churches, committees, affinity groups, and so forth, within the cluster.
- **How are clusters chosen?** Geography will largely determine the cluster in which a church sits. But some churches could easily choose between one of two clusters, and we leave those specific cases to the Transition Team, to be determined by the end of 2012. Suggested Clusters might be organized as shown here:



A list of suggested clusters in alphabetical order by church will be available on the presbytery website in January.

Leadership Team.

Chaired by the immediate past Moderator of Presbytery, the Leadership Team would operate as the “session” of the Presbytery, setting the course of the Presbytery in mission, ministry and building relationships – the purposes for which God has called and equipped the people of the Presbytery. They should provide strategic leadership, leaving management of ministry and mission to committees. (See p. 8, Item #3, for specifics on Leadership Team composition.)

Presbytery Meetings.

Meetings shall rotate among the clusters and be meetings of the whole. Because it is an honor to host a Presbytery meeting and takes much planning, multiple churches in a cluster should work together to provide support and food for a Presbytery meeting in their own cluster.

- The morning session should focus on service/worship/education/fellowship.
 - The Leadership Team will determine the general content for each morning session, and they shall task particular committees with the details thereof. For example, if they determine a service project would be a good morning session, they shall task the Mission Committee with arranging the opportunity. If an educational event is the identified direction, they task Nurture with the details.
- The afternoon session should focus on docket-based business.
 - Only “action items” should be given floor time. Action items require conversation, a vote, a substantial amount of money, or a coordinated ministry/mission effort of the Presbytery.
 - Reports which are informational in nature only should be submitted in writing and treated much as we treat the consent agenda. This is true of informational reports from committees, affinity groups, and task forces.
 - The Leadership Team determines what “action items” further the ministry, mission, and relationship-building of the Presbytery and therefore which are given floor time.
- Presbytery packets and minutes:
 - The advanced packet should be together in a single PDF file (or similar format) which can be easily read and/or printed immediately. It should also be available when announced by email, not hours later.
 - The Digest (meeting summary) will be made available to churches not more than one week following a Presbytery meeting.
 - Full minutes of meetings will be available to churches not more than two weeks following a Presbytery meeting.

Communication.

A Communications infrastructure will be developed to link all churches within the Presbytery to better support mission, ministry, and building relationships among its members, churches, Presbytery leadership, and staff. These communications should be high-touch and high-tech. Communications are an expression of, not a substitute for, relationships. The more we communicate using high-touch and high-tech means, the more possible relationship is. The Leadership Team should set a tone of openness and transparency for all committees and churches to model.

- An affinity group we call the “Geek Squad” can begin this work quickly and rather easily.
- Communication methods to be considered include: email lists, the PWV website, mailings (who does them, who gets them, etc), phone lists, *The Stream*, videoconferencing, conference calling, and face-to-face meetings in clusters.
- The clusters, organized around “hubs,” are natural communication points. Hubs shall be central churches capable of housing in-person meetings or technology-based meetings

(conference calls or videoconferences). They are communication points within the cluster. In some more rural clusters, there may only be one church with the facilities to act as a hub. In more urban areas, several possibilities exist. A church acting as a hub should feel a call to serve the cluster.

- We have received specific feedback which merits immediate response and can be remedied quite easily:
 - Make the website more user-friendly with updated page options, home layout, etc. (The Office Administrator/Communications staff person should consult with churches about what they need on the site.)
 - Publish *The Stream* electronically as a PDF and/or text only file, so that it can be easily read and printed.
 - Develop a coherent policy for emails so that folks can opt-in or opt-out of particular topics, rather than everyone receiving a barrage of emails.
 - If a local church does not have a computer, the Leadership Team should provide them one. If they require training, the Leadership Team will dispatch the Geek Squad to assist.
 - Create a Facebook page for the PWV.
 - Assist churches in creating their own Facebook pages.
 - Assist churches in creating simple websites.
 - Employ Google Groups for group conversations in committees and affinity groups.

Pastoral Leadership.

A Pastoral Leadership initiative shall be established that continues to recognize the changing face of ministry in our Presbytery. The local church is the foundation of the Presbytery. For the local church to do ministry, mission, and relationship-building, the leadership of ruling and teaching elders is vital.

- 32% of our churches have an installed ordained minister
- 22% have no pastoral leadership whatsoever
- 45% are led by ALP/CLP/Supply/Interim/etc

This situation leaves an enormous amount of stress and responsibility on the shoulders of ruling elders in the local church. How can we improve the situation?

- We wholeheartedly support the work of ALP/CLP training in our Presbytery, as it is a model for the rest of the denomination. The Vocations Committee should work diligently to support non-traditional pastoral leaders and serve as their connection to the larger church.
- We strongly encourage Clusters to arrange worship opportunities with installed ministers at churches without an installed minister. Also, we encourage the occasional adoption of a “traveling church” model where multiple churches worship together in one sanctuary on a particular Sunday morning to build bonds of relationship and encourage ministry and mission in the host congregation. “Pulpit exchanges” also serve this purpose and are encouraged.
- We applaud the “For Such a Time as This” program which pairs small churches with seminary graduates and is already being employed in our Presbytery. The more of this we can do, the better.

Recommended Transition Process - Structure

1. Transition Team

The Leadership Team should immediately appoint a Transition Team, composed of members of the Jeremiah 29.11 Group and the Leadership Team (including at least one member of the Administration Committee and one member of the Nominating Committee) to facilitate the overall transition to the Presbytery model recommended in this report. In addition to such general duties, this Transition Team will oversee specific tasks such as organizing clusters, living into new committees, a new day for Bluestone, and implementation of a staffing pattern, as detailed in the following sections of this report. The Transition Team should be dismissed with thanks by the Presbytery by December 31, 2012.

2. By December 2011

The PWV adopts a 2012 meeting schedule of four Stated Meetings of the Presbytery, one in each of the present quads (with the understanding that the 2013 schedule will be set to include the four clusters NOT included in 2012). These meetings of presbytery would be meetings of the whole, and would have a morning session focused on worship/education/fellowship and an afternoon session that includes the necessary business of the presbytery.

3. By April 2012

A. The Staff Resource Persons will collaborate with the Transition Team to define eight (8) clusters from the present four (4) quadrants. It is understood that these affiliations are fluid and open to change as we live into the new order, but will offer us a starting place.

B. The current Council will nominate, supplemented by nominations from the floor, candidates for the new Leadership Team in three (3) classes of four (4) persons; a class serves a three (3) year term, once renewable. (Nominations for subsequent classes shall come from the Nominating Team, supplemented by nominations from the Leadership Team and the floor.) The Leadership Team will serve much as the Session of a local congregation in setting the ministry, mission and purpose of the Presbytery. In the interest of efficient communication and coordination of core values across the Presbytery, the vital committees of the Presbytery should be represented on Council. Chairs of Committees may also continue to serve on the Leadership Team as nominated, but they will not continue to receive automatic nominations. The Leadership Team will be moderated by the immediate past moderator of the Presbytery, and the Stated Clerk shall serve as Clerk. Staff of the PWV would have the right to voice but no vote at Leadership Team meetings.

C. The Transition Team shall work with the Stated Clerk to address needed Manual changes as a result of these recommendations.

4. By June 2012

A. The Leadership Team, with the assistance of the Associate for Ministry, will begin the recruiting and preparing of a "Geek Squad" as a recognized affinity group of the PWV. Their purpose would be to keep communications open to all churches and to improve ways to pass on communications between Presbytery and the churches (for example: *The Stream*, reports, meeting minutes, special events, communications from synod and General Assembly, mission activities, and events in the local churches, etc.). They should conduct a communications survey of all churches within the Presbytery to assess their technology status and/or needs (what do they have, need, use, etc., in terms of email, phones, mailings, computers) and then use the information gathered to prepare a plan for acquisition of needed hardware, software, internet access, websites, webcams, and training so that all churches within the Presbytery can be connected.

B. The Leadership Team, with the help of the current Staff Resource Persons and participants in Clusters, will identify promising cluster leadership and nominate persons to be elected by the Presbytery to serve as Cluster Shepherds. If a person presently serving as Staff

Resource Person is willing to serve as a cluster shepherd, under the new definition, they should be considered. The Leadership Team may choose to call another nominee, though. These elected persons will work with the Transitional Associate for Congregational Care to prepare for this role. The Cluster Shepherds would focus on connecting local churches, enhancing the communications of the presbytery, and strengthening smaller congregations.

5. By September 2012

Commissioning of the newly-equipped Cluster Shepherds by the PWV. Hopefully, committees and affinity groups will have begun exploration of the possibilities of cluster-expressions of their mission and purpose.

Presbytery Committees and Affinity Groups

Overview

Numbers for each committee reflect those proscribed by the Manual/actually serving vs. those proposed.

Current name	Proposed name (Alpha)	Purpose
Personnel & Administration 12/10	Administration 9	To provide staff for the PWV in accordance with the mission of the Presbytery and to ensure that they have adequate compensation, supplies, and support to carry out their work effectively and faithfully.
Camp, Conference and Retreat Ministries Committee 12/9	Bluestone 8	To provide for promotion, programming, and facilities which support the life, mission and ministry of the Bluestone Camp and Conference Center as a vibrant center for Christian discipleship.
COM 20/18	Ministry 24-32 (mid = 28)	To provide that the Word of God may be truly preached and heard; to provide that the Sacraments may be rightly administered and received; to nurture the covenant community of the disciples of Christ.
Congregational Development 18/9		
Social & Ecumenical Ministries 15/10	Missions 9	To enact the Word of God and promote social righteousness through the promotion, creation, interpretation, funding, and evaluation of mission activities by the PWV and its congregations.
Mission Interpretation & Stewardship 12/9		
Nominating 9/10	Nominating 9	To nominate persons with the gifts to serve the PWV.
Christian Nurture & Worship 12/10	Nurture 15	To provide encouragement, guidance, and resources to congregations in the areas of spiritual formation, discipleship, and leadership development.
Camp, Conference, & Retreat Ministries (see above)		
PJC 9/8	PJC 9	The PWV has original jurisdiction in judicial matters concerning Teaching Elders and commissioned lay pastors serving the congregations of the Presbytery. The PJC is to carry out these responsibilities for the PWV.
	Relations ?	To foster good communication and ever-deepening relationships throughout the PWV.

Representation 6/1	Representation 3	To advise the PWV regarding the implementation of principles of unity and diversity; advocate for diversity in leadership and to consult with the Presbytery on the employment of personnel in accordance with principles of unity and diversity
Finance & Development 12/8	Stewardship 12	To model, teach, and encourage good stewardship throughout the PWV so that the mission and ministry of God may thrive in our hands.
Mission Interpretation & Stewardship 12/9		
Trustees 6/5	Trustees 6	To manage the property of the PWV on its behalf to further the mission and ministry God has entrusted into our hands
CPM 2/10	Vocations 8	To enter into a covenant relationship with those exploring a call to church vocation and to provide oversight to the ALP/CLP RE* program in the PWV.
ALP/CLP Coordinating Team		
Presbytery Worship, Review & Polity 9/8	(duties dispersed to Nurture & the Leadership Team)	

Totals: 164/125 vs. 116 (with midpoint taken for COM)

* Commissioned Lay Pastor-Ruling Elder

Note 1: There may be times when it is prudent to work in pairs of clusters;

Note 2: One way to accomplish cluster AND whole committee meetings is for all clusters to synchronize meetings in their own locations and come together by Skype for the meeting of the whole. The Geek Squad can assist with setting this up.

Detailed Descriptions of the Committees

Administration (Formerly Personnel and Administration)

Membership 9

Purpose: To provide staff for the Presbytery in accordance with the mission of the Presbytery and to ensure that they have adequate compensation, supplies, and support to carry out their work effectively and faithfully.

Objectives:

1. Develop and maintain staffing plans and policies that implement the mission of the Presbytery.
2. Provide for the functioning of Presbytery through the support of staff

Responsible for:

1. Preparing the job description, terms of calls, and performance reviews of the General Presbyter, the Stated Clerk, Presbytery's Financial Administrator/Treasurer, and any other exempt professional staff.
2. Reviewing the Presbytery office staff organization, job descriptions for support staff and performance evaluations conducted by the General Presbyter.
3. Conducting an annual meeting with Presbytery staff.
4. Evaluating office space, facilities, equipment, and systems in terms of acquisition, utilization and effectiveness.
5. Oversee the compensation of all Presbytery staff, making recommendations to the Finance and Development Committee and/or to Presbytery as appropriate. Upon recommendation of the General Presbyter, taking action on matters related to the employment of non-exempt staff members.

Membership: Three classes of three members each, including both Ruling and Teaching Elders representing clusters as equally as possible.

Purpose: To provide for promotion, programming, and facilities which support the life, mission and ministry of the Bluestone Camp and Conference Center as a vibrant center for Christian discipleship.

Objectives:

1. To serve on the Bluestone Conference Center, Inc. Board of Directors
2. To promote the use of Bluestone across the Presbytery, by groups from other presbyteries, and by non-Presbyterian groups
3. To coordinate and cooperate with the Nurture Committee in order to provide for quality, faith nurturing camp, conference and retreat programming
4. To assure that Bluestone is available, acceptable, and accessible for the delivery of quality, faith nurturing camp, conference and retreat programming
5. To develop and implement a long range facilities plan for Bluestone including capital improvements
6. To propose and manage the Presbytery's approved Bluestone's facility budget
7. To coordinate with the Friends of Bluestone (FOB) on fund raising and use of FOB funds

Responsibilities:

1. Serve, along with the General Presbyter and Financial Administrator/Treasurer on the Bluestone Conference Center, Inc. Board of Directors.
2. Promote the use of Bluestone across the Presbytery, by groups from other presbyteries, and by non-Presbyterian groups.
3. Coordinate and cooperate with the Nurture Committee in order to provide for quality, faith nurturing camp, conference and retreat programming.
4. Provide guidance, support, and encouragement to the Bluestone Director recognizing that the General Presbyter has supervisory responsibilities.
5. Communicate to the General Presbyter matters needing attention regarding the Center.
6. Provide input to the General Presbyter, as requested, for periodic performance reviews of the Bluestone Director.
7. Oversee the administration of the day-to-day facility's, repair, and enhancement of the buildings, grounds, and equipment.
8. Insure that all health, safety and regulatory entities' regulations and licenses are up-to-date and in order.
9. Ensure the development, maintenance, and implementation of a comprehensive, long-term facilities plan for Bluestone.
10. Ensure the development of and adherence to appropriate facility use policies and maintenance manuals. i.e. a Property Management Manual which gives detailed information about the facility maintenance plan, facility operating procedures, electrical, plumbing, heating and air-conditioning, specifications of the facilities.
11. Ensure safety and accessibility, conduct regular inspections of the buildings, grounds, and equipment and communicate findings to the Bluestone Director and General Presbyter.
12. Ensure that lease agreements, covenants, purchase agreements and rental contracts are successfully negotiated and appropriately fulfilled.
13. Advocate for prudent improvements to the buildings and grounds.
14. Assist the Bluestone Director as needed with outside building & utility contractors.
15. Ensure the proper supervision of the purchase and installation of all new equipment.
16. Provide for the use of volunteers and "work days."
17. Evaluate any facility maintenance or vendor contracts annually; ensuring Bluestone is receiving adequate and economical services.

Membership: There shall be at least one (1) member nominated and elected from each cluster, with a mix of Teaching Elders, Ruling Elders, and laity.

Ministry (Congregational Development re-incorporated)

membership 24-32

Purpose: to provide that the Word of God may be truly preached and heard; to provide that the Sacraments may be rightly administered and received; to nurture the covenant community of disciples of Christ. (G-3.0301)

Objectives:

1. to coordinate, guide, encourage, support and resource the work of its congregations for the most effective witness to the broader community (G-3.0301);
2. to serve as pastor and counselor to teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators of the Presbytery (G-3.0307);
3. to facilitate the relations between the Presbytery and its congregations, teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators (G-3.0307);
4. to settle difficulties on behalf of the Presbytery where possible and expedient (G-3.0307);
5. promoting the peace and harmony of congregations and inquiring into the sources of congregational discord
6. taking jurisdiction over members of dissolved congregations and granting transfers of their membership to other congregations
7. warning and bearing witness against error in doctrine and immorality in practice within its bounds and serving in judicial matters in accordance with the Rules of Discipline. (G-3.0301)

Responsibilities:

1. The following would be done in clusters, in the two months between whole committee meetings:
 - a. changes of call within the Presbytery of WV – if there's a move between clusters, the calling cluster would approve a match/terms of call, while the current cluster would dismiss.
 - b. meet with Teaching Elders seeking to transfer in from another Presbytery, examine them on behalf of the whole presbytery, approve match and terms of call
 - c. meet with Teaching Elders seeking to transfer in from another Presbytery, approve match and terms of call; dismissing Teachers Elders to receive a call from another Presbytery/position
 - d. approve moderators, liaisons and installations for churches without installed pastors
 - e. follow up visits with new pastors and triennial visits
 - f. provide preparation program as needed in cooperation with the Vocations Committee; and recommend the commissioning of ruling elders as CLP-REs and ALPs to limited pastoral service to the whole committee
 - g. approving validated ministries
 - h. approve those on the "available to preach" list
 - i. assist congregations with mission studies
 - j. suggest to other entities of Presbytery ideas for leadership training
 - k. work with churches in the call process
 - l. establish and dissolve pastoral relations – in clusters
 - m. meet with congregations and Sessions of churches seeking to dissolve, divide, or leave the Presbytery and make recommendations to the whole committee
 - n. creating and developing churches – address initial request in clusters, take it to the whole committee and then recommend to Presbytery.
 - o. counsel with a session concerning reported difficulties within a congregation, including:

- 1) advising the session as to appropriate actions to be taken to resolve the reported difficulties,
 - 2) offering to help as a mediator, and
 - 3) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline (G-3.0303);
- p. authorizing and training specific Ruling Elders to administer or preside at the Lord's Supper when it deems it necessary to meet the needs for the administration of the Sacrament (G-3.0301)
2. The whole committee:
- a. engage in an organizational meeting early in the year.
 - b. recommend minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators within the Presbytery;
 - c. meet three (3) more times a year, timed in relationship to the Leadership Team and Presbytery meetings.
 - d. hear reports from cluster meetings.
 - e. discuss the dissolution and creation of churches and take these matters to the whole Presbytery.
 - f. receive and act on recommendation from cluster representation (G-3.0303e) when it is determined that a session cannot exercise its authority and it is therefore appropriate to recommend to the whole Presbytery that it assume original jurisdiction.
 - g. approve the commissioning Ruling Elders to limited pastoral service;
1. The whole Presbytery would then be responsible for:
- a. examining Teaching Elders seeking membership in the PWV (through ordination) and providing for their ordination and/or installation. (A representative of COM would ask a representative question in the areas of "Christian faith and views in theology, the Sacraments, and the government of this church" (G-11.0402) on the floor of Presbytery and then commissioners at that Presbytery meeting would be invited to add their questions.) Note: The manner of examination of Teaching Elders will be taken under consideration by those who will be working on Presbytery Manual changes in consultation with this committee.
 - b. receiving Teaching Elders seeking membership in the PWV through transfer from another Presbytery that have been examined and approved by the Ministry Committee, following a series of representative questions asked by a representative of the committee on the floor of Presbytery. Commissioners at the Presbytery meeting could ask additional questions in order to get to know their new colleague.
 - c. granting permission to labor within and outside the bounds of Presbytery.
 - d. consider and act upon requests from congregations for permission to take the actions regarding real property as described in G-4.0206 (G-3.0303f), upon recommendation from the whole COM.

Membership – 3-4 members per cluster. The schedule would be such that all members of the committee would meet for an organizational meeting early in the year. There would then be two months of meetings in clusters, with the meeting in the third month being all together to report actions. Whole committee meetings should be timed with regard to Leadership Team and Presbytery meetings. (See note on pg. 10 with regard to synchronizing monthly meetings to allow for whole committee to meet via Skype or similar tool.)

Purpose: To enact the Word of God and promote social righteousness through the promotion, creation, interpretation, funding and evaluation of mission activities by the Presbytery and its congregations.

Objectives:

1. Help foster ownership and participation in local, national and global mission of the PC(USA).
2. Encourage and develop strategies for mission interpretation throughout the Presbytery
3. Encourage and assist congregations in active involvement in mission.
4. Help congregations to do social and ecumenical ministries within local communities.
5. Link congregations with similar ministries.
6. Provide leadership on issues such as, but not limited to social justice, hunger, environment, elderly, disabled, and peacemaking, etc.
7. Provide support to Presbyterian mission ministries within the bounds of the Presbytery
8. Encourage and support ecumenical and interfaith ministries within the Presbytery.
9. To be Presbytery's liaison for campus ministry with the Westminster Foundation

Responsible for:

1. Helping Presbytery and congregations explore and respond to God's Word as a response to social issues of our time.
2. Helping Presbytery and congregations develop strategies for increased awareness of local, national and global mission.
3. Helping Presbytery and congregations create and sustain ministries which, but are not limited to:
 - a. Promote total health for individuals
 - b. Strengthen families
 - c. Address issues of violence
 - d. Seek equality for all people
 - e. Address issues of economic and community development
 - f. Respond to disasters
 - g. Address the problem of hunger
 - h. Work for peace and promote justice
 - i. Promote environmental justice
4. Supporting, advocating for and publicizing mission ministries within the bounds of the Presbytery by:
 - a. Recommending to Presbytery support of mission ministries within the bounds of the Presbytery.
 - b. Communicate to Presbytery and congregations the nature of the mission ministries of programs, entities and churches in the Presbytery
 - c. Evaluate and assure that the goals and programs of the ministries funded by the Presbytery are being carried out.
 - d. Maintain, promote, and publicize to the Presbytery ecumenical and interfaith partnerships ex. West Virginia Council on Churches.
 - e. Being Presbytery's liaison with campus ministry and the Westminster Foundation.
5. Provide training and support in the area of mission for pastors, sessions, and congregations.
6. Sponsoring and promoting missionary visits throughout the Presbytery

Membership: There shall be at least one (1) member nominated and elected from each cluster, with a mix of Teaching Elders, Ruling Elders, and laity.

Nominating

membership 9

Purpose: to nominate persons (1) to fill vacancies on the Leadership Team, continuing committees (except the Nominating Committee), boards and other bodies that require election by the Presbytery, and (2) to serve as commissioners to higher councils of the church in conformity with the church's commitment to unity in diversity.

Objectives:

- same as purpose

Responsibilities:

- nominating persons for various offices and committees in light of the membership needs of each committee, and
- consulting with the Presbytery's Committee on Representation annually to ensure that various entities are represented on committees and in the leadership of the Presbytery.

Membership: three (3) classes of three (3) by cluster, including Ruling Elders, Teaching Elders and laity.

Members of the Nominating Committee shall be nominated by the Presbytery Leadership Team.

Purpose: To provide encouragement, guidance and resources to congregations in the areas:

- spiritual formation
- discipleship
- leadership development

Objectives:

1. Encourage the disciplines that deepen the faith and witness of churches and their members (e.g. faithful participation in worship, Bible study, prayer, stewardship and commitment) so that members of all ages are nurtured in their faith, learning and service.
2. Deepen and enrich people's knowledge, love and service of Jesus Christ that they may lead lives of faithful discipleship.
3. Help churches and members to listen for the call of God in their particular places of worship and life, and to respond in faithful partnership with Jesus Christ, understanding themselves as life-long learners.

Responsible for:

1. Assisting congregations in the development of resources for spiritual formation and discipleship.
2. Equipping and supporting those called to educational ministries of the church.
3. Providing educational resources for people of all ages
4. Cultivating and planning opportunities for spiritual formation, discipleship and leadership development in congregations and within the Presbytery.
5. Overseeing and administering scholarship funds available through the Presbytery for undergraduate studies.
6. Supporting, publicizing, and encouraging the use of the Presbytery Resource Center in developing and nurturing faith.
7. Providing a Summer Church Camp Program.*
8. Provide for worship at Presbytery meetings

* The Summer Church Camp Program Director would be a separate position from the Bluestone Facilities Manager. The Summer Church Camp Program Director would be responsible for the recruitment and training of staff; and for the development, oversight and execution of the camping program.

Membership: eight (8) representing clusters and seven (7) from throughout the Presbytery based on interest.

Purpose: In judicial matters and process, the Presbytery has original jurisdiction in judicial matters concerning Teaching Elders and Commissioned Lay Pastor-Ruling Elders serving the congregations of the Presbytery. The PJC is to carry out these responsibilities for the PWV.

Objectives:

1. To implement powers, duties, responsibilities and membership applicable to this Presbytery as specified in the Book of Order/Form of Government, "The Rules of Discipline, D-5.000."

Responsibilities:

2. The implementation of powers, duties, responsibilities and membership applicable to this Presbytery as specified in the Book of Order/Form of Government, "The Rules of Discipline, D-5.000."
3. Meeting as The Permanent Judicial Commission over lunch during the first Presbytery meeting in even years, or at some other time and place determined by the Stated Clerk for the purpose of organizing itself by electing its moderator and clerk.

Membership:

The Presbytery shall elect a permanent judicial commission with as equal representation of Teaching and Ruling Elders as possible with no more than one member from any one church. The term of office will be six (6) years, consisting of three (3) staggered classes of three (3) people each.

Relations Committee

membership TBD

Purpose: To foster good communication and ever-deepening relationships throughout the PWV.

Objectives:

1. To maintain the Presbytery's systems of communication with its congregations, teaching and ruling elders, and members, by means of newsletters, mass media, social media, video-conferences, written reports and telephone systems, etc.
2. To develop an affinity group (a Geek Squad?) that can foster the development of an infrastructure to link the churches of the PWV to better support mission, ministry, and relationship building.
3. To conduct regular surveys of the churches in the PWV to assess their technology status and/or needs and use this information to prepare a plan for the acquisition of needed hardware, software, internet access, websites, webcams, and training so that all churches within the Presbytery can be connected.
4. To organize video conferencing hubs in each of the clusters of the PWV.
5. To organize face to face meetings of members of the Presbytery in clusters.

Responsibilities (see above)

Membership TBD

Representation

membership 3

Purpose: to advise the Presbytery regarding the implementation of principles of unity and diversity; advocate for diversity in leadership and to consult with the Presbytery on the employment of personnel in accordance with principles of unity and diversity (F-1.0403)

Objectives:

- to ensure fair and effective representation in the decision making of the Presbytery
- to assist the Presbytery in having representation based on race, ethnicity, age, sex, disability, geography and theological conviction on its committees, its leadership and its staff.

Responsibilities:

- advise the Presbytery's nominating committee of any need for nominations in particular categories needing increased representation
- advocate for diversity and representation based on the above
- advise the Presbytery on the employment of personnel representing different racial ethnic, gender, age, sex, disability, geography and theological convictions, in conformity with the church-wide plan for equal employment opportunity.
- inform Presbytery of its progress toward fair representation based on race, ethnicity, age, sex, disability, geography and theological conviction

Membership: three (3) from around the Presbytery, representing different categories as stated above.

Purpose: To model, teach, and encourage good stewardship throughout the Presbytery of West Virginia so that the mission and ministry of God may thrive in our hands.

Objectives:

1. Encourage and assist congregations of Presbytery in stewardship commitment and growth.
2. Provide for the use of Presbytery's financial resources in support of Presbytery mission and program.

Responsible for:

1. Providing training and support in the areas of stewardship to pastors, sessions and congregations.
2. Emphasizing and promoting special offerings approved by the Presbytery, Synod or General Assembly throughout the Presbytery.
3. Advising the Leadership Team as they develop the annual budget of the Presbytery.
4. Providing for the development and growth of the financial resources of Presbytery.
5. Providing information about budgets and financial resources to the Presbytery, at its regular meetings or through communications, as well as to its committees.
6. Providing financial management of all Presbytery funds and investments.
7. Functioning as the Audit Committee to contract for an independent audit of Presbytery's financial records.
8. Assuring that donor requests regarding the use of special gifts are fulfilled.

Membership: eight (3) representing clusters and four (4) from throughout the Presbytery based on interest, with a mix of Teaching Elders, Ruling Elders, and laity.

Purpose: To manage the property of the Presbytery of West Virginia on its behalf in order to further the mission and ministry God has entrusted into our hands.

Objectives

1. To work on behalf of the Presbytery to manage or dispose of property.
2. To provide good counsel to congregations regarding their property.

Responsibilities:

1. Trustees have the following powers as delegated by the Presbytery:
 - to receive, hold, encumber, manage, and transfer property, real or personal, for the Presbytery;
 - to insure and care for such property;
 - to hold and defend title to such property;
 - all at the direction of the Presbytery and under the provisions of the Constitution of the Presbyterian Church (U.S.A.). (nFOG G-4.0101)
2. They shall review requests from congregations with respect to congregation's property and make appropriate recommendations to Presbytery.
3. They may receive other assignments from the Presbytery.

Membership:

Membership shall rotate between each of the clusters over time. Ordinarily at least one (1) member shall be a practicing attorney, and one (1) member a licensed real estate agent or broker.

Purpose: To enter into a covenant relationship with those exploring a call to church vocation and to provide oversight to the Authorized Lay Preacher (ALP)/Commissioned Lay Pastor (CLP) Ruling Elder program in the Presbytery of WV.

Objectives:

1. To enter into covenant relationship with those considering and preparing for ordination to the office of Teaching Elder, along with the sessions and congregations of which they are members.
2. To enter into covenant relationship with those considering and preparing for Christian service in other ministries in the PCUSA, including, but not limited to, Certified Christian Educator, Pastoral Counselor, Missionary, CLP-RE / Authorized Lay Preacher, along with the sessions and congregations of which they are members.
3. To identify and encourage those who may be discerning a sense of call to ministry.
4. To prepare ruling elders to serve as ALPs or CLP-REs in the Presbytery of WV
5. To provide ongoing oversight and accountability for those who have completed training to be ALPs and/or CLP-REs in the Presbytery

Responsibilities:

1. With respect to those seeking ordination as Teaching Elders, the committee shall oversee the process of meeting the requirements and timetables specified in nFOG G-2.06 (Additionally, the committee may be guided by the handbook on preparation for ministry produced and recommended by the PCUSA)
2. With respect to those preparing for other forms of Christian service, the committee shall oversee the process of meeting all requirements and timetables specified in nFOG G-2.1103a or G-2.01101
3. With respect to those seeking certification as Christian Educators, the committee will serve as members of their reference group and carry out other duties in coordination with the Presbytery's Educator Certification Advisor.
4. With respect to those preparing to become CLP-REs / Authorized Lay Preachers, the committee shall provide a preparation process, including developing courses, recruiting leaders, encouraging participation, screening and evaluating applicants, and monitoring their progress throughout the program.
5. The committee shall examine elders seeking to be commissioned in the areas of personal Christian faith, motives for seeking such a commission, and the areas of instruction determined by the Presbytery.
6. To coordinate with the Ministry Committee to utilize existing processes in the testing/evaluating/commissioning of participants in the preparation process.
7. To inform the Ministry Committee of programs, problems and potentialities of the ALP/CLP-RE Program
8. To provide mentors for ALPs and CLP-REs, defining roles and expectations of mentors
9. To distribute and receive annual reports from ALPs, CLP-REs, mentors and Sessions.
10. To keep track of CLP-REs and ALPs serving and available to serve within the Presbytery.

Membership: The committee is made up of two (2) members currently serving on, and designated by, the Ministry Committee; six (6) at large members from across the Presbytery; and the Associate for Education.

Affinity Groups

While it can be a challenge to find folks to serve on standing committees, people are more than willing to serve God with one another on issues about which they are passionate. In several presbyteries, “affinity groups” have arisen in response to specific passions of the people. We envision affinity groups arising under two scenarios:

- 1) small, local groups of people who get together for time-limited projects now and then (to work on clean water projects or to arrange a CROP walk, for example), and
- 2) standing groups that work under the direction of a committee for a long-term project (the partnership with Nyeri Presbytery in Kenya or the Stewardship of Creation Ministry Team, for example).

Recommended Transition Process – Committees and Affinity Groups

1. Early 2012

Members of the Transition Team would meet with each of the existing committees to brief them on the proposed plan and ask individual members of the committee where they wish to serve in 2013 (on the renamed/reconfigured committee; on one of the new committees if the former committee’s duties are split; or on some other committee), and relay this information to the Nominating Committee.

2. By mid 2012

Committees “test drive” their new forms –
many ongoing committees will have additional duties to embrace; and
combining committees would be encouraged to meet together to explore how they might function together in 2013.

3. Fall of 2012

The Nominating Committee sought folks for the existing committee structures in 2012. As they do their work for 2013, they will seek people for the new committee forms (and their updated duties, size, and composition). Those serving in the classes of 2012 and 2013 would be encouraged to finish their terms for the sake of continuity. This would/could mean that it may take several years to reduce/increase the committees to their recommended size.

Bluestone

The Jeremiah Mission Study Group contracted with the Presbyterian Church Camp and Conference Association's Consultant Services to provide analysis of the Presbytery's camp, conference and retreat ministry and to make recommendations to us for a forward-looking effort in this area. We know from a history of multiple task forces and reviews over a decade or two that this is our opportunity to *reinvent* Bluestone as a vibrant center for Christian discipleship, and provide for an integrated effort presbytery-wide, considering the spiritual development needs and fiscal resources. Our recommendations are based on the report from the Consultants and what we have observed and learned through our process. We therefore recommend:

1. That PWV commit to a long term partnership with Friends of Bluestone:
 - a. to provide camping and retreat ministries at Bluestone for nine years through 2020 (lease with Army Corp of Engineers goes through end of 2024), and
 - b. to provide a financial commitment, to be worked out approximately every three years.
2. Placing promotion, facilities, and programming in a single director's position and a single Bluestone Committee with the following configuration:
 - a. The Director reports to the General Presbyter.
 - b. The Director works with the Friends of Bluestone and the Bluestone Committee (a standing committee of the Presbytery who work together with her/him on promotion, facilities, and programming).
 - c. This is a reversal from the current Director's role, which emphasizes facility management above all else and the contracting of programming help in the summer. We envision the Director emphasizing programming and promotion (therefore would be no summer programming position) and contracting help for facilities (using what monies were previously used for summer programming). This reversal allows the Director to set a vision for Bluestone.
3. A Capital Campaign be considered for capital improvements, no earlier than 2013 to allow time for transitions to be completed.
 - a. We prefer that the campaign be held in conjunction with additional Presbytery groups seeking support (Westminster or others)
 - b. This campaign should be run by the Presbytery and include members of the Friends of Bluestone.
4. Strong, intentional marketing efforts
 - a. Marketing within the Presbytery of West Virginia
 - b. Explore ways to work with neighboring presbyteries (Abingdon and Peaks, both of which are within a reasonable driving distance of Bluestone) to make them aware of opportunities for camping, conferences, and retreats at Bluestone.
 - c. Marketing to non-Presbyterian groups with a focus on a 2-3 hour radius of Bluestone, that would use the facility for retreats/events.

Key observations from the PCCCA Consultants:

- "We found no direct calls to close Bluestone."
- "The Bluestone facility is in wonderful condition."
- Its location "can be seen as a liability or ... as an asset if Presbyterians in general within a 2-3 hour driving radius are considered and recruited."
- "... A not insignificant portion of the operating budget was utilized for improvements (not deferred maintenance) to the facilities."
- "It is unusual for a Presbytery and a camp ministry to have no memory of a capital campaign."

Integration of Camp, Conference and Retreat Ministry

As noted in the Committee and Affinity Group recommendations, we recommend that Bluestone be a component of the overall Nurture ministry of the Presbytery. We hope this will be an integral, cooperative effort that eliminates the potential for approaching the ministry territorially. To do so, you'll note that we recommend:

- a. Two (2) shared Committee members (those who sit on both Nurture and Bluestone)
- b. non-Bluestone camping / retreat efforts would be coordinated by the Nurture Committee
- c. Bluestone be embraced by the Presbytery as a center for spiritual formation, taking advantage of its remote location.
- d. A stronger relationship with Friends of Bluestone should be nurtured, for both partnering in ministry and accountability

Recommended Transition Process – Bluestone

- Because these recommendations involve a substantial change in the job description of the Director, the position must be posted and the current Director will be encouraged to apply. The Transition Team will oversee this process, alongside other Staff positions.
- The Transition Team should consider the impact of staffing changes on the summer 2012 summer camping season, with an outside implementation timeframe not to extend beyond November 1, 2012. This recommendation is designed to afford the Transition Team flexibility to be responsive to programmatic needs while maintaining accountability for accomplishing the task in a timely manner.
- The Bluestone Committee will follow the transition plan presented in the Committee/Affinity Group recommendations.
- While the capital campaign should not occur before 2013, the Bluestone Committee should be in communication by July 1, 2012 with other key ministries that may be considering capital campaigns.

Presbytery Staffing

The Beginning

We began with our core values: Ministry, Missions, and Building Relationships. We asked the question: “How does our staffing as a presbytery reflect these values?” We reflected on our priorities: Nurturing relationships, Serving churches, Loving our neighbors. And we also asked “What gifts, talents and skills do we want in our staff that will support these priorities?” We considered our mission statement; **“God planted us in the hills and hollows to grow in faith and relationship”**. We know that we want a staff that joins us in this mission. We want a staff that joins us in discovery of what God is doing in our midst and can help equip us to be the body of Christ for one another and proclaim the Kingdom of God to the world.

The Circles

Included in this section is a diagram of circles (p29), each representing a position paid for from the presbytery budget. Though titles and positions may seem similar to our existing staffing pattern – stated clerk, treasurer, associates, etc – we are required by the Form of Government to have certain positions. Some positions are, in fact, unchanged. Those positions are included in response to a loud and clear message from our Listening Sessions that those functions are, indeed, supportive of and necessary for ministry and mission that is happening at the congregational level.

We also envision that the way the staff relates to one another and to the presbytery as a whole will be different. We will call a “general presbyter” not a chief executive, as this person will be the head of staff and develop a collegial way of working among all the staff.

When you look at our circles in a circle we hope you see a round table. Gathered around the table will be those that the presbytery has called to employment with differing responsibilities and skills. Joining the staff at the table will be those who are called to leadership in the presbytery through the Leadership Team (formerly Council) and committees. Also at the table are individuals and churches, and the ministries and missions they represent. They come to the table for nurture and support so that the work of Christ will continue in their own churches and communities.

We gather around this table not as the troops awaiting orders from their general, but as brothers and sisters, each voice of equal value and worthy to be heard. Like family tables, this is a messier way of getting things done than a strict business hierarchy, but we believe it is a better expression of our unity in Christ.

Reality

As we listened to one another, to voices from around the presbytery and in prayer to the Holy Spirit, we discovered some other voices that we were required to pay attention to. In addition to dreaming what might be, we had to listen to what was happening in our world, our denomination, in individual churches, and in the messages that could be discerned by reading the presbytery’s financial spread sheets. Consequently, there are positions currently in our staffing pattern that are not included in the proposed pattern. We wish to be very clear that this is not at all a statement of value of those positions or persons currently serving in them. Indeed, we recognize the skill, dedication and commitment with which every member of the staff has served. Instead, our recommendations are in response to the reduction in financial resources.

We do not know what the future holds; we cannot predict how the world financial crisis and our nation’s recession will affect the financial status of the presbytery. We also cannot predict how our own denomination and our own presbytery will look differently in the coming years. We do not know which seats may become vacant at our West Virginia Presbytery family table. We have considered these matters and scaled back our vision to present a staffing pattern that we believe is sustainable in these unpredictable times.

Positions

General Presbyter (Full-time). S/he will not set the vision, but will instead join in discovering and implementing the vision. S/he will keep the whole picture in mind in working with staff, churches and individuals who are working in particular areas of mission and ministry. As head of staff, the job description for this position will include some supervisory duties.

Stated Clerk (half-time). S/he will handle the constitutional responsibilities of the presbytery.

Office Administrator/Communications (full time). S/he will work closely with the general presbyter to prioritize and oversee general office tasks. S/he will be the primary communications specialist working in high-touch/high-tech communications. S/he will consult with committees, affinity groups and individual churches on their communication needs. S/he will help create an environment of hospitality in the Presbytery office for all who drop in or call with questions.

Finance Administrator / Treasurer (Full-time). As we decrease clerical staff it is possible that there would be some increase to the work load.

Associate for Ministry (currently Transitional Congregational Support) (2-year term). S/he will work with churches in transition, small churches, and churches seeking revitalization of their life and mission. S/he will work with the new combined committee of COM/CDC.

Associate for Education (Half-time). Over time this position would change to enable greater involvement in local churches, especially small churches. S/he would also encourage networking among local churches to do educational ministry. There would be a missional focus on helping churches build ministry with young adults and with families, as well as creating affinity groups among churches that share common interests. We would like to see this position evolve to full time and include oversight of the Resource Center.

Resource Center Director (Half-time). This position would continue as currently defined. In the future these responsibilities may be folded into the full-time position of the Associate for Education.

Associate for Mission (currently Hunger Action Enabler / Older Adult Ministry) (Full-time). This position is in transition from a social worker style position (in the older adult part) to more of a ministry person in areas of Hunger, Older Adult and other social concerns. This position would offer support and resource to affinity groups across the state interested in Hunger and Older Adult ministries, as well as other Peacemaking and Social Justice ministries. Our Table diagram shows that most of the funding for this position comes from sources outside the Presbytery.

Cluster Shepherds. These positions will be volunteer with reimbursement and some investment continuing education. They will be the person to call with questions--"the voice and presence of the Presbytery in the clusters." They will develop relationships among and with churches of a cluster.

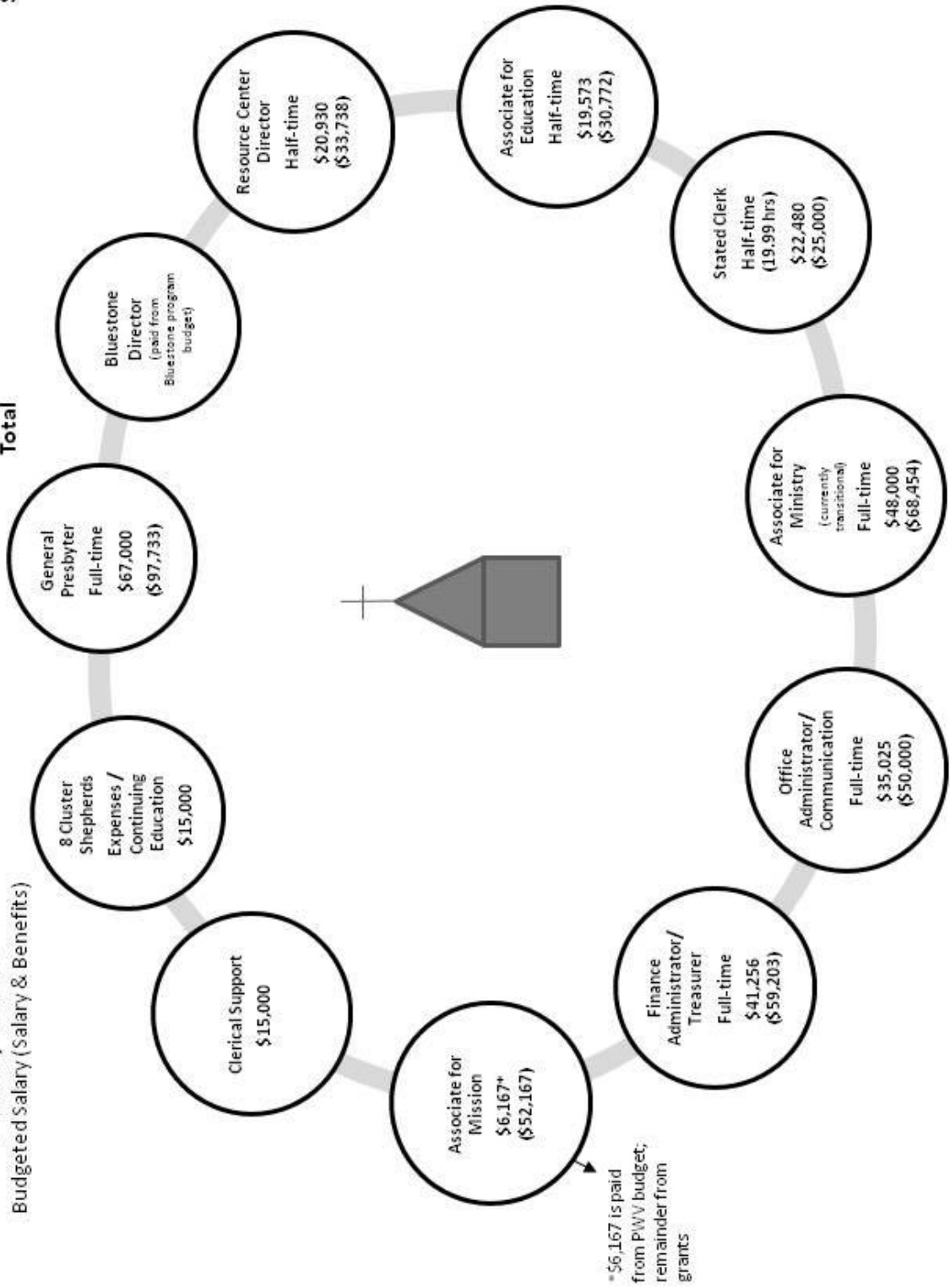
Clerical Staff (Part-time, hourly). We include in this plan money to fund a part-time clerical position with duties to be determined by the Office Administrator and the General Presbyter as the need arises.

Bluestone Director (Full Time). We do not include a budget number for this salary. It is included in the total Bluestone budget and not included in the salary line item that is part of the budget. This person is a part of the Presbytery staff and receives supervision from the General Presbyter. Other necessary positions at Bluestone will be determined by the Director and the Bluestone Committee, so they are not listed here. Their management and salary/wages are a part of the total Bluestone management purview and budget.

Presbytery of West Virginia Family Table

Budgeted Salary (Salary & Benefits)

Salaries & Benefits \$401,067
 Technology support for congregations: \$ 10,000
 Travel/Workers' Comp/Program Expenses \$ 27,500
 Total \$438,567



Recommended Transition Process – Staffing

The Transition Team would appoint a subgroup to serve as the Staffing Transition Team and Search Committee for the Office Administrator/Communications and Bluestone Director positions (and perhaps the Stated Clerk, Associate for Ministry, and General Presbyter at the end of the existing terms/agreements). This Search Team should include representatives from Administration and the Jeremiah Staffing Team. The Staffing Transition Team would meet at the request of the Leadership Team within the first quarter of 2012. The goal is to complete the transition for the Office Administrator/Communications position by June 30, 2012 and the Bluestone Director by November 1, 2012.

We recommend that we follow the severance guidelines as outlined in the Personnel Policy Manual, allowing 90 days' notice.

Conclusion

This Jeremiah 29.11 report sets a vision for our future together. We are excited about the possibilities for our future ministry, mission, and relationships it provides! We truly believe God has good plans for our future, and this plan sets a new missional model of being the presbytery where the local church is served better!

We envision 2012 being a year of transition, led by a Transition Team who understands the vision and works to make it a reality. This transition involves many facets and represents another opportunity for you to make your voice heard in the process.

At the December 3 Presbytery meeting, we will ask you to affirm this vision. By doing so, you indicate that you are ready to move in the direction outlined in the Jeremiah 29.11 report, guided by the Holy Spirit and the Transition Team.