

Presbytery of the Mid-south
Executive Presbyter Search
Listening Session

1. The Manual of Administrative Operations for the Presbytery lists the following 18 tasks for the Executive Presbyter. Please indicate the five (5) tasks you believe to be most important.

TASK

A	To be responsible for the performance of other administrative and program staff and for the employment and performance of support staff in the office of Presbytery.
B	To be accountable as the chief administrator to Presbytery for the implementation of Presbytery decisions in matters of strategy, program, and resources.
C	To increase denominational awareness and comprehension within our congregations.
D	To visit each congregation in our Presbytery one Sunday per year to preach, consult with sessions and committees, maintain fellowship with the congregation.
E	To develop and demonstrate strong awareness of the strengths and needs of each congregation.
F	To cultivate with each pastor and session an understanding of strengths and skills of congregational members.
G	To serve as liaison between each congregation and Commission on Ministry (COM) and Commission on Preparation for Ministry (CPM) with voice but no vote.
H	To serve as liaison between congregations and the Administrative Board with voice but no vote.
I	To practice political neutrality.
J	To supervise Presbytery staff and office in the implementing of decisions, programs, and policies of Presbytery.
K	To coordinate the work of any Synod or General Assembly staff working within the bounds of Presbytery.
L	To represent Presbytery in ecumenical relations in consultation with the appropriate Mission Teams.
M	To counsel with ministers and sessions, in cooperation with the Commission on Ministry; to provide assistance to pulpit nominating committees in filling vacant positions; and to facilitate healthy congregational leadership.
N	To provide pastoral care to clergy and educators, and in cases where a conflict of interest or a dual relationship arises, to make appropriate referrals to health care providers and/or counselors who would provide continuing care.
O	To serve as an advisory member, ex-officio, of the Administrative Board and of all agencies, and Committees of Presbytery upon request.
P	To implement the church-wide plan for Equal Employment Opportunity and Affirmative Action.
Q	To work supportively with the Stated Clerk of the Presbytery.
R	To be responsible for the communication of administrative and programmatic matters to offices and agencies of the Presbyterian Church (U.S.A.).

2. Please list any Executive Presbyter job tasks not listed in #1 above you believe should be added to the list.

3. Please list any Executive Presbyter job tasks listed in #1 above you believe are not necessary.

4. The PC(USA) Office of General Assembly has prepared the following list of leadership competencies. Please indicate the top five (5) skills you believe are necessary for our Executive Presbyter to have in order to succeed, either by circling in the list below or by writing in your own (definitions are found in the attached page).

Compassionate	Hopeful	Preaching & Worship Leadership
Spiritual Maturity	Teacher	Lifelong learner
Communicator	Bilingual	Public communicator
Media communicator	Advisor	Technologically savvy
Change agent	Risk taker	Contextualization
Externally aware	Task manager	Willingness to engage conflict
Entrepreneurial	Decision making	Organization agility
Strategic & vision	Financial manager	Funds developer
Collaboration	Bridge builder	Interpersonal engagement
Personal resilience	Motivator	Self determination
Initiative	Flexibility	Culturally proficient

5. What education, experience, and training do you believe our next Executive Presbyter should have?

6. (Optional) If you would like to speak with us about anything we've covered today, please provide your name, congregational affiliation, and contact information.

Thank you for your participation!

Leadership Competencies Defined

Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.

Bilingual – has the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.

Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.

Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation's/organization's vision and mission.

Collaboration - has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others.

Communicator - advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.

Compassionate – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.

Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.

Culturally Proficient – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.

Decision Making - makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.

Entrepreneurial - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.

Externally Aware - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.

Financial Manager – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.

Flexibility - adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.

Funds Developer – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization's contact list; prepares statement of planned activities and enlists support for mission initiatives.

Hopeful – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.

Initiative - demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.

Interpersonal Engagement - displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.

Lifelong Learner – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.

Media Communicator - has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)

Motivator - creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.

Organizational Agility - is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure; appreciates the power in the culture of a congregation; is politically savvy.

Personal Resilience - learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate.

Preaching and Worship Leadership – is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.

Public Communicator - demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.

Risk Taker – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.

Self Differentiation - demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.

Spiritual Maturity - shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.

Strategy and Vision - sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.

Task Manager - assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.

Teacher – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.

Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.

Willingness to Engage Conflict - steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.