

Massachusetts Conference, United Church of Christ
CONFERENCE VOLUNTEER DEVELOPMENT COMMITTEE

Volunteer Job Description

POSITION:	Member of the Conference Volunteer Development Committee (formerly called the Nominating Committee)
TYPE OF WORK:	<p>The Volunteer Development Committee coordinates the identification and recruitment of volunteer leadership within the Conference with the help of the staff of the Conference. Specifically, the Committee makes nominations to the Annual Meeting of a Moderator, Vice-Moderator, members of the Board of Directors, members of the Joint Ministry Council, Annual Meeting Committee, and General Synod delegates.</p> <p>The ten Committee members are voting members of the Annual Meeting.</p> <p>The Committee meets about five times a year at the Framingham Conference Center on a schedule adopted by the Committee members.</p>
COMMITTEE TERM:	The Committee has ten members with three or four elected each year for a three-year term. Members may serve no more than one full term without the lapse of one year between terms.
SUPPORT OF COMMITTEE MEMBERS:	Members may be reimbursed for travel to meetings; meals (if appropriate) are provided during the meetings. Staff support is provided to the Committee by the Conference. New members receive orientation to the work of the Committee.
ACCOUNTABILITY:	The Volunteer Development Committee is responsible to the Annual Meeting of the Massachusetts Conference of the United Church of Christ.
QUALIFICATIONS:	Committee members should be familiar with Conference structure; have knowledge of persons within their Association and their leadership potential; be willing to help discern the gifts of individuals and how those gifts might be best developed and utilized; be able to listen and work effectively in a group. Each member must be a member of a church that is a member of an Association in fellowship with the Conference.
MEETING SCHEDULE:	Meetings will be determined as needed by the members of the Committee. Members of the Volunteer Development Committee are voting members of Annual Meeting.
STAFF PERSON:	Jim Antal