

General Council of Pastors and Elders

ARTICLE IV – OFFICERS

SECTION IV: The Chairman

Para 1. The Chairman

The chief duties of the Chairman of the General Council of Pastors and Elders involve the facilitating of regular meetings of the Council and some degree of public relations. The Chairman of the General Council is the head of the Council who has been elected by a majority vote of the members of the General Council; therefore the Chairman is the highest ranking Officer of the General Council, and serves as Chairman of the Executive Committee.

The essential duty of the Chairman is to keep the General Council organized, informed and on task, and again there is some degree of public relations work involved as well. While it's an oversimplification to suggest that the role of the Chairman is that of the link between the General Council and the Church Of God In Christ, Inc. Executive Branch, Judicial Branch, and Legislative Body, his role as that of an intermediary between these branches and body is certainly a central duty of his chairmanship.

A. Facilitate/Preside Over Meetings

The Chairman is required to "Chair," or facilitate and preside over, meetings with the Executive Committee members, the various Committees of the Council and the General Council at large. More specifically, the Chairman is expected to determine the agenda of the meeting at hand, encourage discussion and participation from the membership and to relay pertinent information regarding current events, issues and matters within or pertaining to the Council.

The Chairman is also expected to present issues and matters for discussions and debates and work toward a consensus stance, upon which the majority of the Council agrees, and which can therefore be acted upon for the expected benefit of the General Council and the Church Of God In Christ, Inc.

B. Organizing the Council Meeting

For a productive meeting to take place, the issues and matters in question need to consist of clear presentation, and effective balance, thus including all entities of the General Council.

C. Spokesman/Representative

The scope and frequency of the public relations duties for the Chairman may range from practically nonexistent to a major responsibility. The spokesman responsibilities of the Chairman generally involve relaying the mission and purpose of the Council to the public, along with adequately describing to the public the policies of the Council.

In times of controversy, the role of the Chairman in terms of relaying timely information to the public is highly important and possibly delicate for said Chairman. In times of crisis, he may be seen as the "face" of the General Council.

D. Duties and Responsibilities of The Chairman

It is the responsibility of the Chairman to:

1. Manage the business of the Council and preside over its meetings;
2. Set meeting agendas by taking full account of the issues and concerns of the Council membership;
3. Ensure that Council members receive accurate, timely and clear information, in particular about the performance of their duties, to ensure effective performance;
4. Monitor progress towards the timely and effective achievement and implementation of the objectives, policies and strategies set by the Council and of other decisions taken by or on behalf of the Council;
5. Facilitate the effective contribution of non-Executive Committee members and ensure constructive relationships and open communication, both between non-Executive Committee members and the Council at large and other entities of the Church;
6. Ensure that members of the Executive Committee understand the views of Council Members and others who have interest in the Council;
7. Promote the highest standards of compliance with Council Rules and Regulations;
8. Manage the Council's time to ensure that sufficient time is allowed for discussion of complex and/or contentious matters;
9. Ensure that new Jurisdictional Chairman receive instructional program materials that are tailored and comprehensive to help them in the Jurisdiction;
10. Monitor and address the development and functional needs of individual Committees of the Council and the Council as a whole to ensure that their performance is evaluated at least once a year;
11. Establish a constructive relationship with the Legislative Body, the Executive Branch and Judicial Branch of our Church to provide and gain support and guidance while respecting the function, authority and responsibility of each.