

**2013/2014 ENDORSEMENT FOR NOMINATION  
General Assembly Nominating Committee**

Please suggest only the names of persons with whom you have consulted and who are willing to serve if nominated and elected.

(Please read both pages carefully before completing and submitting this form to the Nominating Committee at the General Assembly Office.)

**NAME:** \_\_\_\_\_ **Endorsed for:** \_\_\_\_\_  
*(Committee/Board)*

Please check:  Male  Female  Teaching Elder  Ruling Elder  Non-ordained

Occupation: \_\_\_\_\_

Telephone: Work: (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_

**CONGREGATION:** \_\_\_\_\_ **CITY, STATE:** \_\_\_\_\_

**PRESBYTERY:** \_\_\_\_\_

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**CHURCH EXPERIENCE:** Congregation, Presbytery, General Assembly, Interdenominational. In the case of a minister, please give length of service in current position.

**INTERESTS AND SPECIAL SKILLS** applicable to proposed nomination. Be specific.

## BRIEF BIOGRAPHICAL SKETCH

**Endorsed by** \_\_\_\_\_, Clerk

**Representing** \_\_\_\_\_  
*(Name of Presbytery or Church Session)*

**Date of Session or Presbytery meeting in which endorsement was given:** \_\_\_\_\_

The Nominating Committee welcomes endorsements of well-qualified persons for service on the committees of the Church.

Sessions and presbyteries may endorse and submit names for the consideration of the Committee. When recommending candidates, remember that the Committee can present only a limited number of nominees for consideration in any one year, and that it must present only those who are able and willing to render exceptional service to the Church. Names should be submitted only after careful evaluation of the candidate's applicable skills and ability to give the necessary time.

Although committee members are not representatives of the presbyteries in the sense of representing a constituency, all other things being equal, the Nominating Committee attempts to spread committee membership among the various presbyteries so that all sections of the Church may be involved.

**The Committee urges that names be submitted no later than February 28 for consideration at this General Assembly.** However, the Committee welcomes endorsements at any time during the year for consideration by the subsequent Assembly.

Please keep in mind that **this form is to be used only by the Session or Presbytery.** Individuals interested in serving on a committee should not submit their own names, but rather express their interest to the endorsing body for proper submission to the Nominating Committee.

**The Nominating Committee keeps a three-year file of all names submitted;** therefore, it is not necessary to resubmit names not used during this period.

Please fill in this form completely and carefully. If you need more space, use a blank sheet for additional information.

Kindly return completed forms to the address below:

**The Nominating Committee**  
**Evangelical Presbyterian Church**  
17197 N. Laurel Park Drive, Suite 567, Livonia, MI 48152-7912  
**Phone: 734-742-2020 ♦ Fax: 734-742-2033 ♦ e-mail: [epchurch@epc.org](mailto:epchurch@epc.org) ♦ [www.epc.org](http://www.epc.org)**

## **THE NOMINATING PROCESS / COMMITTEE DESCRIPTIONS**

The permanent committees of the Assembly are listed below, along with the size of each, number of meetings per year, and a brief description of responsibilities. Membership on these committees is generally limited to ruling and teaching elders, with the exception of:

- (1) Christian Education and Communications, which may have up to two non-ordained members who are qualified in Christian Education and who are active members of EPC churches
- (2) Student and College Ministries, which may have up to six non-ordained members who have particular expertise or experience in student and/or college ministry and who are active members of EPC churches
- (3) Women In Ministry, which is open to any woman who is an active member of an EPC church
- (4) World Outreach, which may have up to two non-ordained members with particular expertise or experience in world missions, and who are active members of EPC churches.

Terms are normally for three years and a person may serve two consecutive terms on the same committee followed by at least one year off. In accepting a nomination to committee membership, the nominee should clearly understand and be willing to accept the responsibility of active participation in the regular meetings of his or her committee.

Committees normally meet at the General Assembly office in Livonia, Michigan. Transportation, lodging, and meals are coordinated through the General Assembly office. Transportation costs are paid by the Assembly. Local EPC families provide housing at no cost to committee members. If a motel is preferred, expenses are the responsibility of the committee member. In some cases the committee member's church or presbytery agrees to reimburse lodging costs.

Ruling elders being nominated must be endorsed by their sessions and ministers must be endorsed by their presbyteries. Such endorsement reflects official action of that body, and is attested by the Clerk. The endorsement forms provided should be filled in as completely as possible, and returned to the General Assembly Office by February 28. Forms for endorsed persons are kept in the committee's active file for three years. At its March meeting, the Nominating Committee considers endorsed individuals for possible nomination for election to vacancies on the permanent committees.

**PERMANENT COMMITTEES – EVANGELICAL PRESBYTERIAN CHURCH**

*Note: “Meetings per year” refer to onsite meetings. When the agenda permits, some of those may be web meetings. Many committees also schedule phone conferences during the year.*

| <b>Committee</b>  | <b>Size</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>ADMINISTRATION</b>   | <b>9</b>    | <b>3</b>                 |
| <u>Description:</u> Serves as directors of the corporation, executing legal and corporate business. Provides coordination of program committee work and oversees the continuing work of the General Assembly between stated meetings. Provides guidance to the Office of the General Assembly, and works with the Stated Clerk in personnel administration of the General Assembly staff. Develops the annual administration and benevolence budgets. Committee generally meets in October, January, and April. Three members elected annually. |             |                          |

| <b>Committee</b>   | <b>Size</b> | <b>Meetings per year</b> |
|--|-------------|--------------------------|
| <b>CHRISTIAN EDUCATION &amp; COMMUNICATIONS</b>  | <b>6</b>    | <b>2</b>                 |
| <u>Description:</u> Recommends curriculum and resources for Sunday schools. Assists with lay leadership training and seeks to recommend or develop publications other than curricula to resource congregational ministries. Helps to communicate the identity, vision, mission, and advantages of the EPC to local churches and to those outside the EPC. Meets twice yearly, usually September and February or March. Two members elected annually. |             |                          |

| <b>Committee</b>   | <b>Size</b> | <b>Meetings per year</b> |
|--|-------------|--------------------------|
| <b>CHAPLAINS WORK AND CARE</b>   | <b>6</b>    | <b>2</b>                 |
| <u>Description:</u> Oversees and conducts the chaplain endorsement process, develops and implements policies and procedures for EPC chaplain ministry, and provides for pastoral care for endorsed chaplains and their families. Recommends policies related to chaplaincy to the General Assembly. Generally meets in October and February and by phone conference as needed. Two members elected annually. |             |                          |

| <b>Committee</b>  | <b>Size</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>FRATERNAL RELATIONS</b>  | <b>6</b>    | <b>1</b>                 |
| <u>Description:</u> Assists General Assembly in developing and maintaining relationships with other bodies of Christians including denominations in the Reformed tradition, ecumenical agencies (evangelical or Reformed in character) and other groups working to advance the Kingdom of God through evangelism, nurture and service. Ordinarily meets in the spring (March or April) prior to General Assembly. Two members elected annually. |             |                          |

| <b>Committee</b>   | <b>Size</b> | <b>Meetings per year</b> |
|--|-------------|--------------------------|
| <b>MINISTERIAL VOCATION</b>  | <b>6</b>    | <b>2</b>                 |
| <u>Description:</u> Resources the Ministerial and Candidates Committees of the Presbyteries. Oversees the ordination testing process and the Candidates Educational Equivalency Program. Is concerned with the pastoral care of ministers and their families. Ordinarily meets in September and late February. Two members elected annually. |             |                          |

| <b>Committee</b>         | <b>Size</b> | <b>Meetings per year</b> |
|--------------------------|-------------|--------------------------|
| <b>NATIONAL OUTREACH</b> | <b>3</b>    | <b>2</b>                 |

Description: Resources the work of the presbytery Church Development Committees. Responsible to implement the National Outreach Master Plan. Provides oversight and planning for domestic ministries in church planting, evangelism, ethnic ministries, and congregational development. Ordinarily meets in October and March with the chairmen of presbytery Church Development Committees. One member elected annually.

| <b>Committee</b>  | <b>Size</b> | <b>Meetings per year</b> |
|-------------------|-------------|--------------------------|
| <b>NOMINATING</b> | <b>12</b>   | <b>1</b>                 |

Description: Seeks qualified people from presbyteries and churches to serve as Moderator-elect, Moderator, and on permanent committees. Appoints standing committee membership at General Assembly meetings from registered/certified commissioners. All presbyteries are represented and nominated for membership on the committee by the Moderator. Four members are elected annually.

| <b>Committee</b>         | <b>Size</b> | <b>Meetings per year</b> |
|--------------------------|-------------|--------------------------|
| <b>PRESBYTERY REVIEW</b> | <b>3</b>    | <b>1</b>                 |

Description: Responsible to review the minutes of the presbyteries prior to each General Assembly as to accuracy, constitutional conformity and inclusion of all required information. At least one member is a former Stated Clerk to provide experience and expertise. Ordinarily meets in late May. One member elected annually.

| <b>Committee</b>                      | <b>Size</b> | <b>Meetings per year</b> |
|---------------------------------------|-------------|--------------------------|
| <b>STUDENT AND COLLEGE MINISTRIES</b> | <b>12</b>   | <b>2</b>                 |

Description: Equips EPC student and college ministry workers with leadership development and training resources. Provides and recommends resources for ministry to youth and college students. Connects student ministry leaders and college ministry leaders through networking opportunities. Partners with other permanent committees in projects and programs of mutual interest. Meets twice yearly, usually October and March. Four members elected annually.

| <b>Committee</b> | <b>Size</b> | <b>Meetings per year</b> |
|------------------|-------------|--------------------------|
| <b>THEOLOGY</b>  | <b>6</b>    | <b>2</b>                 |

Description: Receives and studies such theological matters as may be referred to it by the General Assembly, and returns its study with recommendations and requested papers or documents to the Assembly. Ordinarily meets twice a year, once in the fall and once in spring. Two members elected annually.

| <b>Committee</b>         | <b>Size</b> | <b>Meetings per year</b> |
|--------------------------|-------------|--------------------------|
| <b>WOMEN IN MINISTRY</b> | <b>5</b>    | <b>1</b>                 |

Description: Women who are active members of EPC churches are eligible to serve. Committee works in conjunction with the Director of Women In Ministry to set priorities and standards and provide opportunities for equipping and resourcing Women In Ministry leadership. The Committee works to interface effectively with Women In Ministry chairs and committees in the presbyteries. Ordinarily meets once a year in July/August and as needed by phone. One or two members elected annually.

| <b>Committee</b>  | <b>Size</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>WORLD OUTREACH</b>   | <b>9</b>    | <b>3</b>                 |
| <u>Description:</u> Responsible to implement World Outreach Master Plan. Interprets and refines <i>World Outreach Missions Manual</i> where necessary. Has oversight and care of EPC missionaries, their selection, terms of call, and projects. Evaluates agencies for potential cooperative agreements. Works in conjunction with World Outreach Director. Meetings are held for 2 1/2 days (Thursday - Saturday noon) three times a year in September, January, and March. Three members elected annually. |             |                          |

### **BOARDS**

| <b>Board</b>  | <b>SIZE</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>BOARD OF BENEFITS</b>  | <b>6</b>    | <b>3</b>                 |
| <u>Description:</u> Works with the Director of Benefits to oversee administration of the denominational Retirement Plan and Group Medical Plan. Serves as trustees of the Retirement Plan. Administers proceeds of the Gratitude Gift and makes annual report of its proceedings to the Assembly. Ordinarily meets in late summer, winter and spring. Two members elected annually. |             |                          |

| <b>Board</b>  | <b>SIZE</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>EPC FOUNDATION BOARD</b>   | <b>3</b>    | <b>1 OR 2</b>            |
| <u>Description:</u> Oversees the operation of the EPC Foundation, recommends Christian foundations for the use of EPC churches and members, and advises the EPC in reviewing applications for the Church Loan Fund. Meetings are ordinarily by phone. |             |                          |

### **COMMISSIONS**

| <b>Commission</b>   | <b>SIZE</b> | <b>Meetings per year</b> |
|---|-------------|--------------------------|
| <b>PERMANENT JUDICIAL COMMISSION</b>  | <b>9</b>    | <b>1</b>                 |
| <u>Description:</u> Studies questions of interpretation in the <i>Book of Order</i> referred by the Stated Clerk. Reviews overtures, recommendations, and resolutions for changing the Constitution prior to their presentation to the Assembly. In cases referred to the Assembly, the Commission makes a preliminary judgment, binding on the parties involved until the Assembly has sustained or rejected its recommendations. Has responsibility to make recommendations to the Assembly concerning wording, changes, amendments, additions or other matters relating to the Constitution of the Church (G.16-27B). Ordinarily meets once in the spring (May or June) prior to General Assembly, and sits as a commission during General Assembly. Three members elected annually. |             |                          |