



*The Diocese of New Jersey*

### Consideration for Bishop's Appointments

Please complete below by **DECEMBER 1** to be considered for a Bishop's appointment:

Clergy \_\_\_\_\_ Lay \_\_\_\_\_

Title \_\_\_\_\_ First \_\_\_\_\_ Last \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Fax: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

**COMMUNICATIONS FROM DIOCESAN HOUSE WILL BE BY E-MAIL. BE SURE TO LIST YOUR E-MAIL BELOW.**

E-Mail: Home \_\_\_\_\_ Work \_\_\_\_\_

Parish \_\_\_\_\_  
Parish Name Town Convocation

Current Committee(s) \_\_\_\_\_

Appointed by \_\_\_\_\_ Date Appointed \_\_\_\_\_ Term Expired \_\_\_\_\_

Current Committee(s) \_\_\_\_\_

Elected by \_\_\_\_\_ Date Elected \_\_\_\_\_ Term Expired \_\_\_\_\_

**I would like to be considered for:** (list committee/s...see list on reverse)

1. \_\_\_\_\_ 3. \_\_\_\_\_

2. \_\_\_\_\_ 4. \_\_\_\_\_

\_\_\_\_\_  
**Endorsement for lay person by clergy person**

**Completion of this form does not secure a position on a committee.**

Submit this form **before December 1** to Bishop's Appointments, Diocese of New Jersey  
808 West State Street - Trenton, NJ 08618-5326

## **Bishop's Appointments**

The Bishop of the Diocese of New Jersey appoints persons to the following committees. The term is for one year. Many Chairs have submitted a brief description of duties. We hope that you will consider showing your interest to work on one or more of the following committees by submitting the "Consideration for Bishop's Appointments" form as quickly as possible.

### **Balloting Committee**

Members on this committee work during the annual convention of the diocese. They report to the Balloting Room and help review, judge, and process the ballots as they come in. They work in conjunction with the Chair of the Balloting Committee and the company (VoteScan) who scans and reports the voting results.

### **Committee on Black Ministry**

The COBM was formed to support the new Canon for Historic Black Churches to advance efforts involving congregational development, missional identification/nurturing, new ministries, revitalization and re-imagination of existing ministries and radical welcome and hospitality as it pertains directly to the Historic Black congregations.

### **Committee on Classification of Congregations**

Canon 46 names the different classifications of congregation within the Diocese, and requires the Bishop to "present to the Convention annually a written list of the Classification of the Congregations of the Diocese which may be ratified as presented or adopted with amendment by the Convention." The Committee on Classification of Congregations (though to my knowledge nowhere established by the Constitution or Canons of the Diocese) assists the Bishop and Diocesan staff as needed in compiling this list. At the start of each meeting of Convention, the Chair of the Committee reports any changes in classification of congregations that have occurred since the previous Convention.

When a change of the classification of a congregation is under consideration between Conventions, the Canons assign specific roles and responsibilities to the Bishop and Standing Committee. (See Section IV of the Canons: Local Congregations and Their Structure). At the request of the Bishop, the Committee on Classification of Congregations may review canonically required documents and other materials related to a proposed change in classification and make recommendations concerning the proposed change to the Bishop and/or Standing Committee. The Committee on Classification of Congregations, however, has no authority of its own to effect a change in classification.

In the recent past, the Committee has met on an ad hoc, as needed, basis (sometimes electronically) prior to Convention and/or when changes in classification are under consideration -- but the need for meetings has been slight. It has often been sufficient for the Chair to consult with Diocesan staff. That may change if, in 2012, the Convention adopts revisions to the Canons governing classification of congregations which are now in development in response to Resolution 2011-1. Those revisions, if adopted, may result in a larger number of changes of classification going forward and more work for the Committee.

### **Committee on Credentials of Lay Deputies**

There shall be a Committee on the Credentials of Lay Deputies appointed by the President of the Convention at the annual meeting thereof to serve until the adjournment of the next annual Convention. The Committee shall consist of not fewer than five persons who shall be members of the Convention at the time of appointment.

### **Committee on Deceased Members**

Keeps a record of clergy deaths and prepares the Necrology Report for Convention.

### **Committee on Resolutions**

The Committee on Resolutions consists of seven members appointed by the Bishop to serve for a year from the close of Diocesan Convention, three clerical, three lay, and a chair who may be clerical or lay. Its function is to screen resolutions (other than those made by another committee) to be considered at the annual Diocesan Convention. All resolution proposals received by January 15 in each year are put into a Preliminary Report by the chair and may be presented and discussed at preconvention meetings. The Committee holds a formal hearing in February, generally on a Saturday morning near the end of the month, at which members of the diocese can give input, and proponents may amend or withdraw their proposals. Following the close of hearings, the Committee meets and may make recommendations as to proposals, which are presented to Convention in a Final Report. Since the Committee meets only following the February hearing, a Committee member's availability to meet that day is an essential requirement for appointment.

### **Committee on Rules of Order and Dispatch of Business**

A committee on Rules of Order composed of two members of the clergy and three lay persons, at least one of whom shall also be a member of the Balloting Committee, shall be appointed by the Bishop at the opening of each annual meeting of the Convention, who shall consider and report upon all proposed amendments to the Rules of Order and shall watch the dispatch of business at all sessions, and propose rules to prevent congestion. The present rules shall continue in force until amended or repealed.

### **Committee on Validation of the Minutes**

There shall be a Committee on Validation of the Minutes of the Convention, consisting of three persons, who shall not be officers of the Convention or of the Diocese, to be appointed by the president of the Convention. It shall be the duty of the Committee to review the minutes of the Convention as prepared by the Secretary, prior to printing

### **Anti-Racism Commission**

### **Bishop's Advisory Commission on Liturgy**

The Bishop's Advisory Commission on Liturgy assists the bishop by functioning as committee of advice and by planning and overseeing diocesan liturgies. In addition the commission serves a resource available for the clergy and congregation of the diocese. Meetings are normally held at Diocesan House on the 2nd Wednesday of the month at 2 PM.

### **Bishop's Advisory Commission on Music**

### **Commission on Church Architecture**

The Commission on Church Architecture's work is first to review building project preliminary sketches of a church that is receiving financial aid from the Diocese and then decide whether to approve the request. Secondly, it gives counsel and advice to all churches who wish to show building project preliminary sketches to the Commission for feedback. Third, it gives counsel and advice to any parish with regards to furnishings and stained glass windows. The Commission meets on an "as needed" basis.

### **Commission on Ministry With the Disabled**

Ministry With the Disabled, frequently known as Oysters and Pearls, is a ministry of support and help for those among us who live with difference/disability. We seek to raise awareness not only of ministry with and for those with difference/disability, but of ministry by them, as we all bring our abilities and challenges to the table. We are available to help churches assess their accessibility, and we offer ways to implement making their physical plant, worship, and programs more accessible. We offer small grants to help with costs related to enhancing accessibility. We sponsor a yearly service at Trinity Cathedral designed to celebrate the gifts particularly of those who may have been labeled as disabled and to raise up our shared humanity.

### **Committee on Lifelong Christian Formation**

The Committee on Lifelong Christian Formation shall be made up of twenty persons, consisting of a reasonable balance of lay persons, deacons, and presbyters, who shall be appointed by the Ecclesiastical Authority at the annual Convention. There shall be four classes of persons each serving a four-year term, with five persons appointed in each year. The Ecclesiastical Authority may appoint additional members for one-year terms for specified projects and shall in addition appoint two Co-Chairs of the Committee, who shall serve at the pleasure of the Ecclesiastical Authority.

### **Committee on the Priesthood**

The Committee on the Priesthood shall be made up of twenty persons, consisting of a reasonable balance of lay persons and members of the clergy, who shall be appointed by the Ecclesiastical Authority at the annual Convention. There shall be four classes of persons each serving a four-year term, with five persons appointed in each year. The Ecclesiastical Authority shall in addition appoint two Co-Chairs of the Committee, who shall serve at the pleasure of the Ecclesiastical Authority

### **Committee on the Diaconate**

The Committee on the Diaconate is charged with the responsibility of interviewing, identifying, recommending, and supporting persons interested in serving the church as Deacons. Accepted candidates are enrolled in the School for Deacons. The Committee on the Diaconate meets at the Diocesan House on the last Wednesday of each month from 3:00-5:00 P.M. Meetings are not generally scheduled for December (Christmas) or April (Easter)

### **Companion Diocese Committee**

The members of the Companion Diocese Committee envision and nurture the building of our companion relationships. To that end, they manage a budget, review projects and funding and when appropriate travel to our companions to build relationships and participate in mission work trips.

### **Congregational Development Committee**

In 2014, the Congregational Development Committee combined its work with that of The Board of Missions, forming a new Board of Congregational Development and Mission. In 2015, this committee will continue meeting monthly with the Board of Missions to work out the details of the merger – at the same time shaping and supporting new congregational development activities throughout the diocese.

### **Diocesan Millennium Development Goals Task Force**

### **Environmental Commission**

We are committed to finding better and greener alternatives to keep the environment of our Diocese safe and sound. We sponsor environmental audits, resolutions on the environment, and education and activism on various green issues. In general we meet by internet connection, having the smallest carbon footprint of the Diocese.

### **Hispanic Commission**

### **Insurance Committee**

The Bishop, acting with the advice and consent of the Standing Committee, shall appoint an Insurance Committee of not less than seven members. The committee shall include both clergy and lay members who shall serve for one-year terms and may be reappointed. The committee shall review periodically the group life insurance, group health insurance, and group dental insurance coverage provided for the clergy and eligible lay employees in the diocese, in accordance with Canon 36 and other actions of the Diocesan Convention. It shall report annually to the Convention its findings and recommendations regarding benefit levels, selection of carriers, and other pertinent matters. The committee meets once a month.

### **LGBTQ Commission**

The Bishop's LGBTQ Commission serves as a resource to the Diocese of New Jersey, including its congregations and leadership. We have been tasked by Bishop Stokes to faithfully engage concerns around sexual orientation and gender expression/identity in the context of the Episcopal Church. The LGBTQ Commission meets approximately every other month and we welcome participation via Skype.

### **Loan and Grant Committee**

The Bishop shall appoint a Loan and Grant Committee of no fewer than five persons. The Committee shall review all requests for loans from funds under the control of any Board, Ministry of the Diocese or Committee of the Diocese and shall make recommendations thereon to the Bishop and the appropriate lending authority. When specifically requested by the Bishop, the Committee shall review requests for grants from Diocesan funds and shall report its recommendations to the Bishop and the appropriate Board, Ministry or Committee. It shall be the duty of the Committee to keep the churches of the Diocese informed about the availability of loan and grant money from sources within and without the Diocese, to make recommendations for coordinating the various loan and grant funds of the Diocese, to recommend orderly procedures for making application for loans and grants from Diocesan funds, and to recommend ways of increasing the loan and grant funds of the Diocese.

### **Migrant Ministry**

### **Ministry to the Imprisoned**

The Ministry to the Imprisoned brings awareness to the great need in the Diocese of New Jersey to minister to those individuals who are in prison. The group of volunteers on the committee will assist those interested individuals from the parishes by directing them who to contact, where the needs are, and what are the endless possibilities for ministry. The volunteers will help them walk through the process.

### **The Committee of the Church Pension Fund**

The Bishop of this Diocese shall appoint, annually, upon the opening of the Convention, a Committee of The Church Pension Fund to consist of two presbyters and two lay persons, for a term of one year and until their successors shall have been appointed or qualified. The duties of said Committee shall be as follows:

- a. To be informed of, and to inform the clergy and laity of this Diocese of, the pension system created by the General Convention and committed by it to the Trustees of The Church Pension Fund, in order that the ordained clergy and eligible lay employees of the Church may be assured of pension protection for themselves in the event of old age or total and permanent disability and for their widows and minor orphan children in the event of death.
- b. To receive reports from The Church Pension Fund, from time to time, on the status of the pension assessments payable to said Fund, under its Rules and as required by Canon Law, by this Diocese and by the parishes, missions and other ecclesiastical organizations within this Diocese.
- c. To make an annual report to the Convention of this Diocese on such matters relating to The Church Pension Fund as may be of interest to the said Convention.
- d. To cooperate with The Church Pension Fund in doing all things necessary or advisable in the premises to the end that the clergy and eligible lay employees of this Diocese may be assured of the fullest pension protection by said Fund under its established Rules.

### **Planned Giving Committee**

The Planned Giving Committee meets 4-5 times a year, and hopes to give presentations at churches or to the diocese 4-5 times a year. So that is what a new committee member might expect. Every committee member does not have to be at every presentation--we take turns being there. Our goal as a committee is to help congregations develop their own Planned Giving programs and start or develop their own Endowment Funds. Please let me know if you have any further questions.

### **Recovery Ministries Diocese of New Jersey**

Our sole purpose is the wholeness of all who are affected by the disease of drug and alcohol dependency. We seek to be proactive in the diocese and responsive to the medical and pastoral needs of parishes and persons through education, intervention, suggestion and referral.

### **Stewardship Commission**

The terms of office of the members of the Stewardship Commission shall be for three-years of staggered terms from annual Convention to annual Convention. The Ecclesiastical Authority shall designate one member as Chair for a three-year term. The duty of the Stewardship Committee shall be to hold up before the Church the responsibility of faithful stewardship of time, talent and treasure in grateful thanksgiving for God's gifts. To do this, it shall organize training and provide information supporting spiritual growth in being stewards from which giving and cooperation within the Diocese can flow. It will do this with sensitivity to the cultural and linguistic diversity of our Congregations.

### **Sudan Committee**

The Sudan Committee" of the Diocese of New Jersey's mission is the WHOLE of Sudan and provides a Christian witness for justice and peace in Sudan, the empowerment and partnership with the Episcopal Church of Sudan, and advocacy for public policies to end human rights violations in the Sudan and promote peaceful and just change."

We fulfill this mission through the creation of diocesan-wide liturgies, retreats and projects, through public advocacy within the Diocese, and through the sponsorship of theological education in the church of the Sudan.

We meet approximately 6 times a year for 90 minutes (every other month on average) at All Saints' Church in Princeton or via teleconference.

We are currently engaged in planning our annual African Evensong at Trinity Cathedral on Sunday, October 30 at 3PM, followed by a reception featuring traditional African cuisine--and raising funds for a scholarship program to aid a Sudanese student in theological education in the Sudan--in addition other projects of witness for the rest of 2011 and into 2012.

**Jane O. P. Turner Fund**

This is a special fund, which is available for families who need financial assistance due to expenses which have been incurred from their child or children who have incurable or terminal illnesses. The funds are available to all children, not just Episcopalians. Request forms are available through one's local Episcopal parish office. All requests to the Trustees of the fund are carefully considered and grants are subject to the approval of the Trustees.

**Women's Commission**

The Women's Commission, founded by The Reverend Canon Elizabeth R Geitz, arranges for a guest speaker at the Episcopal Church Women/Women's Commission Breakfast at the annual Convention of the Diocese of New Jersey. The commission is available to explore, examine and research issues concerning the women, ordained or lay, that come into focus from time to time.

**The Following Offices are Elected at Diocesan Convention**

Interest in the following offices should be submitted to the Nominating Committee on the appropriate form before January 1.. Please watch for your parish mailing and our website for additional information – [www.dioceseofnj.org](http://www.dioceseofnj.org)  
We hope you will consider being nominated.

- Standing Committee (clergy or lay)
- Deputies to General Convention
- Diocesan Council (clergy or lay)
- Cathedral Chapter (clergy or lay)
- Standing Commission on Clerical Compensation (clergy or lay)
- Standing Committee on Constitution and Canons (clergy or lay)
- Trustees of Diocesan Trust Funds (1 lay trustee)
- Finance and Budget Committee (clergy or lay)
- Diocesan Investment Trust (clergy or lay)
- Audit Committee (clergy or lay)
- Disciplinary Board (clergy or lay)
- Intake Officer (clergy or lay member)
- Church Attorney (lay)
- Treasurer (clergy or lay)