

**COMMITTEE ON MINISTRY RESPONSIBILITIES**  
**Presbytery of Cincinnati**  
**(adopted February 14, 2012)**

**The following is based on the current *Book of Order*, old G-11.0502 and G-11.0503, and responsibilities previously delegated by the presbytery to the Committee on Ministry**

**RESPONSIBILITIES**

The committee shall serve the presbytery in the following ways. All actions carried out as a result of delegated authority must be reported to the presbytery at its next regular meeting. (G-3.0307)

**Pastor and Counselor (G-3.0307)**

1. COM shall visit regularly, counsel, and support each teaching elder, ruling elder commissioned to pastoral service, and certified Christian educator and report to the presbytery annually the type of work in which each is engaged. It shall make recommendations to presbytery annually regarding the compensation standards for pastoral calls, Certified Christian Educators, and Certified Associate Christian Educators within the presbytery. (G-2.0804, G-3.0303c)

**Membership and oversight of teaching elders (G-3.0307)**

2. COM shall make recommendations to presbytery regarding the membership and service of its teaching elders and ministers from other denominations. (G-2.05)

It shall conduct “entrance and exit interviews” whenever pastoral transition takes place, especially to examine teaching elders transferring from other presbyteries (G-3.0306) and ministers transferring from other denominations (G-2.0505) after the requirements of G-2.0607 have been met.

When timing between presbytery meetings makes it expedient, COM may receive from other presbyteries into presbytery membership teaching elders whose call or invitation to a pastoral relationship has been approved (G-3.0109b(3)) and may dismiss teaching elders to other presbyteries. (G-3.0307)

a. *Engaged in a Validated Ministry* (G-2.0503a)

- i. Every call or invitation for the services of a teaching elder or candidate in a pastoral relationship shall be placed in COM’s hands and presented by it to the presbytery, with a report as to the call or invitation’s being in order and recommendation as to whether the call or invitation shall be placed in the hands of the teaching elder or candidate. When timing between presbytery meetings makes it expedient, COM may find in order, approve, and present calls and invitations to teaching elders. (G-3.0307).

- ii. Every request by a teaching elder or candidate for the presbytery's approval of a task appropriate to the ministry, though not a pastoral relationship to a congregation, shall be made by the teaching elder or candidate through the committee and shall be reported by it to the presbytery with recommendation for presbytery's action. It shall review annually the work of all teaching elders engaged in validated ministries outside the congregation (G-2.0503), except for those employed by the presbytery, whose work shall be reviewed by the Personnel Committee.
- b. *Member-at-large* (G-2.0503b)  
COM shall designate members-at-large and review their status annually.
- c. *Honorably Retired* (G-2.0503c)  
When timing between presbytery meetings makes it expedient, COM may designate teaching elders as honorably retired.
- d. *Temporary Member* (G-2.0505, G-2.0506)  
COM shall make recommendations to the presbytery regarding the enrollment of ministers of another Christian church who are serving temporarily in a validated ministry in this church, or in an installed relationship under the provisions of the Formula of Agreement.

### **Session visits**

- 3. COM shall visit with each session of the presbytery at least every three years, discussing with them the worship, mission, and ministry of the congregation and encouraging the full participation of each session and congregation in the life and work of presbytery and of the larger church.

### **Calls for installed pastoral services (G-3.0307)**

- 4. COM shall counsel with congregations and make recommendations to presbytery regarding installed pastoral relationships. (G-2.0504a)
  - a. *Establishing calls.* It shall visit and counsel with every committee elected to nominate a pastor, co-pastors, or associate pastor. (G-2.0801) It shall advise the committee regarding the merits, availability, and suitability of any candidate or teaching elder whose name is contemplated for nomination to the congregation, and shall have the privilege of suggesting names to the committee. (G-2.0803)  
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It shall provide for the implementation of equal opportunity employment for ministers and candidates without regard to race, ethnic origin, sex, age, marital status, or disability. In the case of each call, it shall report to the presbytery the steps in this implementation taken by the calling group.

No call to an installed pastoral relationship shall be in order for consideration by the presbytery unless the congregation has received and considered the committee's counsel before action is taken to issue a call. (G-2.0801, G-2.0803) A call to an

installed pastoral relationship shall not be issued until it has been approved by the presbytery. When timing between presbytery meetings makes it expedient, COM may approve calls to teaching elders. (G-3.0307).

- b. *Dissolving calls.* COM shall make recommendations to the presbytery regarding the dissolution of calls. When timing between presbytery meetings makes it expedient, COM may dissolve the pastoral relationship when the congregation and teaching elder concur. (G-2.0902, G-2.0903, G-3.0307)

### **Invitations for temporary pastoral services (G-3.0307)**

5. COM shall counsel with sessions and make recommendations to presbytery regarding temporary pastoral positions. (G-2.0504b) It shall advise the session or other responsible committee regarding the merits, availability, and suitability of any candidate or teaching elder whose name is contemplated for nomination to the congregation, and shall have the privilege of suggesting names to the committee. Concurrence of the presbytery through the committee on ministry is required when a session invites a teaching elder to serve in a temporary pastoral relationship. When timing between presbytery meetings makes it expedient, COM may approve invitations for teaching elders to serve in temporary pastoral positions. (G-3.0307)

### **Ruling elders commissioned to pastoral service (G-3.0307)**

6. COM shall counsel with sessions and make recommendations to presbytery regarding ruling elders commissioned to pastoral service. (G-2.10) COM shall review the commission at least annually. When timing between presbytery meetings makes it expedient, COM may renew contracts for continuing service of ruling elders commissioned to pastoral service (G-2.1001) and designate mentors and supervisors for them. (G-2.1004)

### **Oversight of congregations without pastors (G-3.0307)**

7. COM shall exercise oversight of congregations without pastors. It shall appoint moderators of the session (G-1.0504, G-3.0104). It may recommend that presbytery authorize specific ruling elders to preside at the Lord's Supper in specific circumstances and with proper instruction by COM in the doctrine and administration of the Lord's Supper. (W-2.4012c)

### **Settling Difficulties (G-3.0307)**

8. COM shall serve as an instrument of presbytery for promoting the peace and harmony of the congregations, especially in regard to matters arising out of the relations between teaching elders and congregations and between ruling elders commissioned to pastoral service and congregations. Its purpose shall be to mediate differences and reconcile persons, to the end that the difficulties may be corrected by the session of the congregation if possible, that the welfare of the particular church may be strengthened, that the unity of the body of Christ may be made manifest.

COM shall exercise wise discretion in determining when to take cognizance of information concerning difficulties within a church, proceeding with the following steps:

- a. It may take the initiative to bring the information which has come to it to the attention of the session of the congregation involved, counseling with the session as to the appropriate actions to be taken in correcting the reported difficulties.
- b. It may offer its help as a mediator in case the session either finds itself unable to settle the problems peaceably or takes no steps toward settlement.
- c. It may act to correct the difficulties if requested to do so by the parties concerned, or if this authority is granted by the presbytery for the specific case. When so doing, the committee shall always hold hearings which afford procedural safeguards as in cases of process, following the procedures outlined in the Rules of Discipline.

### **Open Communication**

The committee shall be open to communication at all times with the teaching elders, ruling elders commissioned to pastoral service, ruling elders who are members of sessions, sessions of the presbytery, and certified Christian educators within the bounds of the presbytery.