

**Synod Called Meeting
ZOOM Conference Call
January 21, 2022**

ATTENDANCE

First Name	Last Name	Presbytery		Status
Greg	Ables	Indian Nations		Commissioner - MRE
Margaret	Alsup	Arkansas	Moderator, Equipping Committee	Commissioner – FTE
A. William	Benner	Grace		Commissioner – MTE
Jerry	Boles	Tres Rios		Commissioner - MTE
Wynona	Bryant-Williams	Arkansas	Moderator, Empowering Committee	Commissioner – FRE
Dzandria	Chiphe	South Louisiana		Commissioner – MRE
Sharon	Curry	Grace	Moderator, Grants and Scholarshhips	Commissioner – FRE
Ron	Fike	Cimarron		Commissioner - MTE
Shelley	Hernandez	New Covenant		Commissioner – FRE
Stephen	Hill	New Covenant		Commissioner – MTE
Mitch	Miller	Indian Nations	Coordinating Team Chair	Commissioner – MTE
Kristy	Rodgers	Eastern Oklahoma	Moderator	Commissioner – FRE
Bill	Rose	Tres Rios	Vice Moderator, Empowering Committee	Commissioner – MRE
Nancy	Ruff	Palo Duro		Commissioner – FRE
Seth	Saathoff	Mission	Vice-Moderator	Commissioner – MTE
David	Stipp-Bethune	Pines		Commissioner – MTE
David	Watson	South Louisiana	Moderator,	Commissioner - MTE

			Connecting Committee	
Liz	Anzaldua	Mission	Vice-Moderator, Equipping Committee	Commissioner At-Large - FRE
Isabel	Rivera-Velez	New Covenant		Commissioner At-Large – FTE
Tim	Blodgett	Eastern Oklahoma	Moderator, EP Forum & Executive Presbyter	Corresponding Member
Scott	Campbell	Palo Duro	Executive Presbyter	Corresponding Member
Gordon	Edwards	Cimarron	Executive Presbyter	Corresponding Member
Lynne	Hargrove	New Covenant	Presbytery Stated Clerk & Executive Presbyter	Corresponding Member
Matt	Miles	Tres Rios	Vision and Outreach Presbyter	Corresponding Member
Charlie	Smith	Indian Nations	Interim Presbytery Pastor	Corresponding Member
Sallie	Watson	Mission	General Presbyter	Corresponding Member
Richard	Williams	South Louisiana	Interim Executive Presbyter	Corresponding Member
Tracy	Evans	Indian Nations	Presbytery Stated Clerk	Corresponding Member
Kay	Long	Tres Rios	Presbytery Stated Clerk	Corresponding Member
Laurie	Palmer	Mission	Presbytery Stated Clerk	Corresponding Member
Mark	Southard	Cimarron	Presbytery Stated Clerk	Corresponding Member

Valerie	Young	Grace	Synod Leader & Stated Clerk	Synod Staff
Thomas	Riggs		Communication & Administration Coordinator	Synod Staff
ABSENT				
Jeff	Cranton	Eastern Oklahoma	Moderator, Personnel Committee	Commissioner – MTE
Ben	Davidson	Palo Duro		Commissioner
Katharine	Nipp	Cimarron		Commissioner - FRE
Marsha	Schendel	Mission		Commissioner - FRE
Janice	Six	Palo Duro		Commissioner – FTE
Sandra	Watson	Pines		Commissioner - FRE
Boksoon	Egbert	South Louisiana		Commissioner At-Large – FRE
Arita	Battiest	Eastern Oklahoma	Vice-Moderator, Connecting Committee	Commissioner At-Large -- FTE
Steve	Shive	Grace	Interim General Presbyter	Corresponding Member
George	Worthham	Pines	Interim Executive Presbyter	Corresponding Member
Stewart	Smith	Arkansas	Executive Presbyter	Corresponding Member
Barry	Chance	South Louisiana	Presbytery Stated Clerk	Corresponding Member

David	Kemp	Palo Duro	Presbytery Stated Clerk	Corresponding Member
Leigh	McCaslin	Eastern Oklahoma	Presbytery Stated Clerk	Corresponding Member
Gerry	Tyler	Grace	Presbytery Stated Clerk	Corresponding Member
Kathy	White	Arkansas	PW Moderator	Corresponding Member

	Friday, January 21, 2022
Noon	<p>Welcome & Introductions</p> <ul style="list-style-type: none"> · <i>Instructions for Zoom Meeting – Valerie Young</i> · <i>Call to Order – Kristy Rodgers</i> · <i>Acknowledgment of Land & People</i> · <i>Worship</i> · <i>Roll Call & Declaring a Quorum</i> · <i>Seating of Corresponding Members and visitors</i>
	<p>Synod Partnership for Disaster Response</p> <ul style="list-style-type: none"> · <i>The Partnership</i> · <i>Q & A</i> · <i>Motion to Approve</i>
	<p>SPDR Leadership Group Nominees</p> <ul style="list-style-type: none"> · <i>Rev. Sallie Watson, Mission Presbytery</i> · <i>Rev. Matt Miles, Tres Rios Presbytery</i> · <i>Rev. Richard Williams, Presbytery of South Louisiana</i>
	Adjournment with Prayer and Thanksgiving

Call to Order - Synod Moderator Kristy Rodgers, called the meeting to order at Noon and in accordance with the Bylaws, Sec. 3.1.3 whereby 50% or more of the elected commissioners constitutes a quorum, a quorum was declared with 18 of 26 Commissioners present.

Acknowledging of First Peoples - Commissioner David Watson called us to an Acknowledgement of Land & People.

Opening Worship - Worship was led by David Watson. Our message was brought to us from Valerie Young, Synod Leader and Stated Clerk. Communion was celebrated

Seating of Corresponding Members and Visitors – Corresponding members, visitors and guests were welcomed by the Moderator to the meeting. By vote of those assembled, the friends were welcomed to the meeting with voice and no vote.

Synod Partnership for Disaster Response -

Moderator Kristy Rodgers introduced our topic for the called meeting, specifically the approval of the Covenant Agreement of the Synod of the Sun Partnership for Disaster Recovery. Kristy invited the Rev. Dr. Laurie Kraus from the Presbyterian Mission Agency to talk about the Partnership.

Following Rev. Dr. Kraus' comments, Moderator Rodgers opened the floor to questions and discussion. Following discussion, Commissioner Mitch Miller, Acting Chair of the Coordinating Team, moved the approval of the Synod Partnership for Disaster Response on behalf of the Coordinating Team (Appendix A). The motion passed unanimously.

Before discussing the approval of members of the leadership team of this Partnership, Moderator Rodgers noted that there will an invitation to broaden the leadership team. On behalf of the Coordinating Team, Commissioner Miller moved the following persons be named to the leadership team:

- Rev. Sallie Watson, General Presbyter of Mission Presbytery
- Rev. Matt Miles, Vision and Outreach Presbyter of Tres Rios Presbytery
- Rev. Richard Williams, Interim General Presbyter of the Presbytery of South Louisiana

After seeking nominations from the floor and receiving none, Moderator Rodgers called the question. The motion passed unanimously.

Moderator Rodgers thanked the assembly for their participation and called for celebration, thanking the Rev. Dr. Jim Kirk and Rev. Dr. Laurie Krause from the Presbyterian Mission Agency for being present. Commissioner and Vice Moderator Seth Saathoff moved for adjournment; Commissioner Jerry Boles seconded. Motion passed.

The assembly was closed in prayer by Moderator Rodgers.

Submitted by,

Valerie Young

Synod Leader & Stated Clerk

Covenant Agreement of the Synod of the Sun Partnership for Disaster Recovery

Covenant Theology of the Synod PDR

This document describes a network within a covenant theology, which recognizes the connectional and relational nature of the church and the importance of serving the denomination, presbyteries, and their constituent churches to strengthen the entire body of Christ. A covenant is rooted in relationships and trust with specific responsibilities for each covenant partner. It is agreed each covenant partner will assume sole responsibility for its own actions and inactions. It is also agreed the creation and signing of this covenant does not hold the partners legally liable for the actions of the other. Covenant Partners of the Synod Partnership for Disaster Recovery (SPDR) are Synod of the Sun (Synod); its 11 presbyteries (Presbyteries); and Presbyterian Disaster Assistance (PDA), operating for corporate purposes via Presbyterian Church (U.S.A.), A Corporation (hereinafter referred to as PDA). Synod of the Sun, its 11 presbyteries, and PDA are distinct entities. They are independent, neither are they being controlled by the other. They are not in a legal partnership, joint venture, or similar legal relationship. Synod of the Sun, its 11 presbyteries, and PDA may be referred to in this Covenant as a “Party” and collectively as “Parties”.

Introduction

Synod Partnership for Disaster Recovery (SPDR) is a four-year pilot initiative that seeks to connect the ongoing needs of the Covenant Partners to prepare for, respond to, recover from, and mitigate against disaster events.

General Statement of the Initiative

SPDR:

- Provides Cooperation, Communication, Coordination and Collaboration (the 4C’s) of and between relationships and operational mechanisms with the Covenant Partners (Synod, Presbyteries and PDA)
- Identifies and develops resources and recommends protocols to be used by Presbyteries in times of disaster
- Leads and supports training for disaster preparedness and response for Presbyteries and their member congregations in serving their people and their communities
- Communicates and coordinates with other disaster organizations, including community and faith-based organizations; the private sector; and governments at all levels.

Covenant Partners Commitments

PDA agrees to:

- Recognize SPDR as co-equal covenant partners in effecting PDA’s mission in Synod of the Sun
- Make annual contributions based on the draft budget developed by Synod of the Sun (Appendix A) for four years in support of SPDR’s creation, development, initial operations, and assessment as follows: Year 1: 75%; Year 2: 70%; Year 3: 60%; Year 4: 50%.
- Continue to provide disaster grants as needed to the Synod and the Presbyteries based on qualified applications
- Provide church-wide visibility for SPDR through PDA’s website, “Mission Mosaic” magazine, and emergency appeals
- Make available PDA’s Associate for Disaster Response, U.S. (or designee) to serve as member of the SPDR Leadership Group
- Make available PDA’s Associate for Disaster Response, U.S. (or designee) to serve as member of the group charged with recruitment, recommendation, and evaluation of SPDR director
- Include SPDR’s director in all organizational, operational, and communication decisions pertaining to SPDR partnership with PDA as detailed in the director’s position description
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects

Synod of the Sun agrees to:

- Recognize PDA as a co-equal covenant partner in effecting SPDR’s mission
- Make annual contributions based on the draft budget (Appendix A) and *remaining balance after PDA contribution* for four years in support of SPDR’s creation, development, initial operations, and assessment as follows: Year 1: 50%; Year 2: 25%; Year 3: 15%; and Year 4: 10%.
- Develop robust relationships, policies and practices that inspire presbyteries to participate and make contributions to Synod of the Sun in support of SPDR
- Keep Presbyteries informed and engaged in the long-term disaster recovery taking place within their bounds

- Provide Synod-wide visibility for PDA within its Presbyteries and external partnerships through internal and external written and oral reports
- Provide for synod-wide disaster liaising and incident coordination for PDA through SPDR
- Provide Synod-wide visibility for PDA within congregations through effective communication such as testimonials from volunteers, short videos, pastors' commendations from the pulpit, PDA, committee member's experiential reports and invitations to volunteer, etc.
- Encourage Presbyteries, congregations, and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Provide full financial accountability and transparency to PDA via an annual SPDR budget, quarterly revenue and expense report, and an at least bi-annual, end of year financial review
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as a member of the SPDR Leadership Group
- Include PDA's Associate for Disaster Response, U.S. (or designee) to serve as a member of a committee or group charged with recruitment, recommendation, and evaluation of SPDR Director
- Include PDA's Associate for Disaster Response, U.S. (or designee) in all organizational, operational, and communication decisions pertaining to SPDR's partnership with PDA
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects
- Act in accordance with the Memorandum of Partnership (Appendix B) provided to presbyteries who have made an investment over and above the annual contribution.
- When/If the program ends, partner presbyteries will have the opportunity to either re-designate the gift, or have funds returned to them based on the percentage of participation in the overall program. That percentage will be figured based on total monetary investment (investment and annual contribution).

Presbyteries agree to:

- Recognize the Synod and PDA as co-equal covenant partners in effecting their respective, disaster-related missions

- Make significant annual contributions for four years in support of SPDR’s creation, development, initial operations, and assessment; In the event of financial hardship, a presbytery may request assistance from other presbyteries and/or the synod in covering their portion of the annual contribution; No presbytery covenant partner will be neglected by the SPDR for non-payment
- Encourage congregations and individuals to support the One Great Hour of Sharing and promote special PDA appeals
- Recruit people for their SPDR Liaison who are passionate about and committed to disaster preparedness, response, recovery, and mitigation
- Provide presbytery-wide visibility for SPDR within congregations through effective communication such as testimonials from volunteers, short videos, pastors’ commendations from the pulpit, PDA, committee member’s experiential reports and invitations to volunteer, etc.
- Include SPDR staff and/or representatives on the agenda of regular meetings of the presbyteries
- Participate in a review of the SPDR initiative at 36 months to evaluate its contributions, gaps, possible remedies, and continuation prospects

Organization

SPDR is a four-year pilot initiative of its Covenant Partners and overseen by Synod of the Sun’s Assembly. A Leadership Group, consisting of at least the Synod Leader, leaders from three Presbyteries, and PDA’s Associate for Disaster Response, U.S. (or designee), function as a *de facto* executive committee of the Synod’s Assembly. As with a wheel with a hub and spokes, SPDR is the Synod-based hub, connecting with the Presbyteries for the 4C’s (Cooperation, Communication, Coordination and Collaboration) before, during, and after a disaster.

SPDR staff consist of a paid full-time director (Appendix D), who is employed by the Synod of the Sun and who reports for employment purposes to the Synod leader. PDA is not a joint employer of the full-time director. Presbyteries-based staff, called SPDR Liaisons, paid or volunteer, report to a Presbytery leader. Synod-based staff recruitment, hiring and performance evaluation is led jointly by the Leadership Group and representation from synod’s Personnel Committee.

Programs

SPDR projects and programs will include at least:

- Development and implementation of a *blue-sky* (when the daily operations are executed when natural disasters aren’t occurring) and a *gray sky* (when a natural disaster occurs, and all hands are on deck assisting with disaster survivors) communication network and protocols between the Presbyteries

- Development and implementation of a human and material resource database
- Volunteer management protocols and deployment
- Material resource management protocols, development, storage, and deployment
- Blue sky disaster training
- Marketing initiatives and fundraising appeals
- Communication and cooperation with other groups active in disaster

Modification

This Covenant may be modified upon the mutual written consent of all Parties.

Effective Date

The terms of this Covenant will be effective from date of signature to December 31, 2025.

Termination

Each Party may terminate this Covenant for any reason upon 30 business days' notice to the other Parties.

Indemnity

Each Party shall, to the extent allowed by law, defend, indemnify and hold harmless the other Parties from and against any and all claims, losses, causes of action, judgments, damages and expenses to the extent caused by the negligent actions or omissions of the indemnifying party, its employees, officers, or agents for which the indemnifying Party would be liable in law or equity.

Entire Agreement

This Covenant represents the entire understanding and agreement between the Parties with respect to the subject matter hereof and supersedes all previous negotiations, representations, and writings between the Parties relating hereto.

Assignment

This Covenant cannot be assigned by a Party without the prior written consent of the other Parties.

Governing Law

It is understood and agreed by the Parties that this Covenant shall be construed in accordance with the laws of Texas.

Review and Renewal

Renewal of the Synod of the Sun Partnership for Disaster Response pilot initiative will begin at 36 months from the date of the Director hire. Review of the Covenant and its renewal will begin in 2025. As part of the review process, consideration should be given to the frequency and severity of disasters in the vast geography of the synod, the continued interest of volunteers, and to the progress being made toward the programs purpose(s).

같이 갑시다! Gachi Gapsida! Go Together!

We enter this missional, nonlegal, partnership as a sign of our hope for the future, our willingness to work with andfor one another, in trust and in love for one another, our communities, and as siblings in Christ.

We believe when we work together across boundaries, we make visible the Good News and find wholeness as the Body of Christ. In our common calling, we impact lives together.

ADOPTED BY:

Synod of the Sun

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of Arkansas

Printed Name/ Position: _____

Signature: _____

Date: _____

Cimarron Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Eastern Oklahoma Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Grace Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Indian Nations Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Mission Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of New Covenant

Printed Name/ Position: _____

Signature: _____

Date: _____

Palo Duro Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Pines Presbytery

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of South Louisiana

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbytery of Tres Rios

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbyterian Church (U.S.A.), A Corporation

Printed Name/ Position: _____

Signature: _____

Date: _____

Presbyterian Disaster Assistance, Director

Printed Name: _____

Signature: _____

Date: _____

Appendix A Draft Budget

Item	Annual (Synod Policies)
Personnel	
Director, 1.0 FTE	\$55,000.00
BOP	\$20,000.00
FICA Share	\$4,500.00
Prof Development (Con Ed)	\$1,500.00
Travel: 50,000 miles @.58/mile	\$29,000
Total Personnel	\$110,000.00
Telephone: 12 months @\$130/month	\$1,560.00
Internet: 12 months @\$120/month	\$600.00
Equipment & Furniture	\$3,000.00
Office supplies	\$500.00
Leadership Group expenses	\$5,000.00
TOTAL Expenses	\$10,660.00
	\$120,660.00

Appendix B



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Cedar Hill, TX 75104
214.390.1894 · Fax 214.390.0755
www.synodsun.org

MEMORANDUM OF OPPORTUNITY & PARTNERSHIP

As a good faith effort toward establishing and funding the presence of Presbyterian Disaster Assistance at a consistent, regional and/or synod-wide level into the future, the synod commits to the following as of June 15, 2021:

- Setting aside \$150,000.00 in a separate, board designated fund at Texas Presbyterian Foundation in 2021. *(Approved by synod Coordinating Team, June 14, 2021) **
- Establishing a separate fund at Texas Presbyterian Foundation in 2021, where any funds received from presbyteries designated for said partnership will be set aside. Presbytery donations will be kept in sub-accounts so as can be easily tracked. *(Approved by synod Coordinating Team, June 14, 2021)*
- Maintaining both funds, untouched and allowed to build until such time as they are needed to fund the partnership between synod, PDA, and the 11 presbyteries of the synod (or their successor(s)). *(Approved by synod Coordinating Team, June 14, 2021) **
- If the designated funds are not utilized, whether in part or in whole, by the end of the 2025 calendar year, donors have the option to re-designate the gift and interest, or all funds will be returned with appropriate interest to the partner presbytery or its successor. *
- Providing partners with regular accounting of funds available at Texas Presbyterian Foundation.
- Prior to the implementation of any plan, partners will develop and establish a Covenant Agreement. The Covenant Agreement will include partner responsibilities, methods of accountability, and funding that is equitable, ideally requiring as little additional annual funds from partners as possible. Thereby reducing the impact on future budgets. *

**Approved/Affirmed by Synod Assembly, October 25, 2021.*

Appendix C Partner Request

Partner	\$	140,000.00	Year 1	Year 2	Year 3	Year 4	Total In
PDA	75/70/60/50		\$105,000.00	\$98,000.00	\$84,000.00	\$70,000.00	\$357,000.00
Balance after PDA			\$35,000.00	\$42,000.00	\$56,000.00	\$70,000.00	\$203,000.00
Synod	50/25/15/10		\$17,500.00	\$10,500.00	\$8,400.00	\$7,000.00	\$43,400.00
11 Presbyteries			\$17,500.00	\$31,500.00	\$47,600.00	\$63,000.00	\$159,600.00
			\$140,000.00	\$140,000.00	\$140,000.00	\$140,000.00	\$560,000.00
Arkansas			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Cimarron			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Eastern Oklahoma			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Grace			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Indian Nations			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Mission			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
New Covenant			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Palo Duro			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Pines			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
South Louisiana			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Tres Rios			\$1,590.91	\$2,863.64	\$4,327.27	\$5,727.28	\$14,509.10
Total			\$17,500.00	\$31,500.04	\$47,599.97	\$63,000.08	\$159,600.09

Request:

\$5, 000 per Presbytery per year \$55,000.00 \$55,000.00 \$55,000.00 \$55,000.00 \$220,000.00

Appendix D Position Description

Position Description: Director of SPDR

Name of Employer: Synod of the Sun

Reports To: Synod leader (during PDA National Response Team deployments, coordinates with, but does not report to for employment purposes, the PDA Associate for Disaster Response, U.S. related to NRT missions)

Responsibilities:

- Leadership:
 - Lead SPDR in a manner that supports and guides its mission as defined by the Synod Assembly
 - Communicate effectively with the Synod Leader and provide, in a timely and accurate manner, all information necessary for their oversight role
- Financial
 - Oversee fundraising and other revenue development necessary to support SPDR's mission while honoring Synod procedures
 - Works closely with and assists Presbyteries to identify, monitor, and report on PDA disaster grants
 - Develop annual budget in collaboration with Synod Leader
 - Submit to the Synod leader monthly financial statements that accurately reflect the financial condition of the initiative
 - Operates within the approved budget, ensures maximum resource utilization, and maintenance of the initiative in a positive financial position
- Organization Mission and Strategy
 - Develop a first year 30-day, 90-day, and annual program plan
 - Develop and implement SPDR programs and initiatives
 - Advance SPDR's communication, image, and advancement of its mission by working closely with Covenant Partners, congregations, external partners, and government officials
 - Empower Presbyteries' SPDR Liaisons to be primary SPDR liaisons within presbyteries
 - Coordinate with educational and training events within the Presbyteries
- Organization Operations
 - Responsible for effective administration of SPDR operations
 - Serve as Synod disaster liaison and incident coordinator for SPDR and PDA in disasters, including:
 - Promoting the 4Cs (Cooperation, Communication, Coordination and Collaboration) with Presbyteries' staff/volunteers, key faith-based, community, business, and government sectors at local, state, and national levels
 - Communicating and coordinating with PDAs Nation Response Team members assigned to the Presbyteries
 - Managing volunteers to work with response and recovery groups in close partnership with PDA's National Call Center
 - Communicate and collaborate with PDA-sponsored, presbytery-based staff when an event warrants their addition

Appendix D Position Description

- Collaborate with Presbyterian Women to develop, train, and empower groups within presbyteries during blue sky periods to lead disaster response initiatives
- Other Duties
 - Attend PDA-sponsored national training events, as assigned
 - Perform other duties that may be assigned by the Synod Leader

Essential Position Requirements:

Education	Bachelor's degree required, master's degree preferred, in human service field such as social work, community organizing, international development, ministry, etc.
Experience	Minimum of one year in disaster management; direct experience with the PC(USA) required
Required Skills	Public speaking; fundraising; competence in MS Office applications; social media; video conferencing platforms; must be able to travel extensively
Required Competencies	<p><i>Collaborative:</i> Works together with all stakeholders in an inclusive community, invites input, shares ideas and seeks the best ways to accomplish common goals and easily adapts to a dynamic work environment</p> <p><i>Accountable:</i> Takes responsibility for actions and works with integrity, transparency, and compassion</p> <p><i>Responsive:</i> Responds to the voice and needs of the Covenant Partners by being timely, helpful, enthusiastic, and mission-oriented</p> <p><i>Resiliency, flexibility, change management:</i> Shows an openness to and a readiness for the dynamic changes in a disaster environment</p> <p><i>Organization:</i> Strong organizational skills and the ability to take the lead in office organization</p> <p><i>Communication:</i> Outstanding written, phone, and verbal skills</p> <p><i>Excellence:</i> Works with passion, energy, intelligence, and imagination</p> <p><i>Cultural Proficiency:</i> Understands and values differences in various cultures within and outside the organization. Manages dynamics of cultural differences within a work group. Adapts to cultural diversity by continuously learning about differences and creates opportunities for staff to learn about one another. Understanding of and sensitivity to refugee, immigration, and migrant issues.</p> <p><i>Ecclesiastical Relationship:</i> Familiarity and understanding of PC(USA) structures and governance and the role of presbyteries.</p> <p><i>Life / Work Balance:</i> Recognizes the importance of rest and renewal and the need to maintain an appropriate balance between work life and personal life by adapting to changing needs at work, taking time to pursue personal interests, seeking others' help and discernment when needed and responding appropriately when overcommitted or when faced with stressful or dynamic situations.</p>
Physical Requirements	Must possess the ability to perform above job-related duties.