

## **GUIDELINES FOR APPROVAL OF MODERATORS FOR CHURCHES WITHOUT PASTORS**

The following guidelines are the criteria used by the Committee on Ministry in obtaining persons to serve as moderator of churches without pastors.

To be appointed by the Committee on Ministry and reported to Presbytery to serve as moderator, a person:

1. Must be an ordained minister of the PCUSA, Commissioned Local Pastor, or member of COM (except for occasional meetings of session, when an elder may be selected to preside).
2. Should be a minister in good standing in Charlotte Presbytery. Exceptions must have the approval of the Committee on Ministry. If a church calls an interim pastor with the concurrence of COM/Presbytery, the COM may appoint the interim as moderator.
3. Must be a member of Charlotte Presbytery to moderate judicial cases.

## DESCRIPTION OF AUTHORITY AND RESPONSIBILITY OF PRESBYTERY APPOINTED MODERATORS

### I. Authority

"The moderator possesses the authority for preserving order and for conducting efficiently the business of the governing body. He or she shall convene and adjourn the governing body in accordance with its own action. The moderator may, in an emergency, convene the governing body by written notice at a time and place different from that previously designated by the body."

### II. Responsibilities

1. The moderator is responsible to the Presbytery through the Committee on Ministry to submit a report to the cluster leaders, every six months. **The report shall include: officer training and session meeting dates, preaching list, elder commissioners to Presbytery meetings and any conflicts/issues that need addressing;**
2. The moderator, in consultation with the Clerk of Session, shall call meetings of the session and together they shall prepare the agenda;
3. The moderator shall maintain communication with the Clerk of Session, and through that contact with the work of the session's committees;
4. The moderator need not attend Deacon's meetings unless mutually desirable;
5. It is desirable that the Moderator of the Session also serve as moderator of congregational meetings, especially when the congregation is convened for the purpose of calling a pastor;
6. In an emergency, if the assigned moderator is unavailable, that moderator may appoint another minister member of the Presbytery of Charlotte or a ruling elder member of COM, to moderate a particular meeting of the session;
7. The moderator may assist in seeking pastoral oversight in the case of deaths, funerals and other emergency needs.

### III. Expenses

Travel may be reimbursed at the current rate used by Presbytery.

