

**Ainsworth United Church of Christ**  
**MODERATOR**

**Position Description**

*2 year term*  
*(2016)*

**Moderator of the Church**

The Moderator is the presiding Officer of the congregation, and is the chair of the Church Council and Executive Committee.

**Purpose of the Position**

The Moderator signs legal documents pertaining to church business. The Moderator and the pastor of the church work closely together for the spiritual, administrative and ministry well-being of the congregation.

The Moderator serves as a sounding board for the members and for the pastor.

**Type of Work**

The Moderator presides at all congregational meetings and church council meetings.

The Moderator actively participates in the life and mission of the church.

In concert with the pastor the Moderator assures representation from the church at all conference meetings, ordinations, installation, and other ecclesiastical events.

The Moderator in concert with the pastor assures the continuing relationship with the wider church, conference, region, and national church.

The Moderator will delegate and assign responsibilities as necessary to the Vice Moderator, Officers or members of the congregation.

The Moderator will help plan and attend the annual Leadership Retreat.

The Moderator will complete an annual report to be turned in at the beginning of the next calendar year.

**Ex Officio**

The Moderator is an *ex officio member* (without vote) of all working groups of the church. (Commissions, committees, task forces, and any other group organized on behalf of the church- with the exception of search committees and the nominating committee).

The Moderator will determine her/his level of participation with the groups.

**Term of Position**

The Moderator is elected by the congregation for a term of two years.

**Accountability**

The Moderator is accountable to the congregation through its Congregational Meetings.

The Moderator is expected to work collegially with other officers, the pastors, and staff.

**Relationship to the Church Staff**

The Moderator shall utilize the resources of the church staff. The Moderator and pastor shall develop the appropriate level of relationship and utility.

**Support and Resources**

The Moderator shall receive appropriate training and orientation to the position provided by the pastor, appropriate staff, and the church through church retreats and/or mentoring. The Moderator shall have the pastor and past moderators and officers as resource. The Moderator shall meet regularly with the pastor and with other staff as needed.