

PARISH MINISTRY ASSOCIATE PROGRAM

Role and Responsibilities of the PMA Steering Committee

This is a general summary of the PMA Steering Committee's work. Full descriptions of this committee's work are in the PMA Program handbooks.

COMPOSITION

Approximately eight members (nominated by the PMA Steering Committee and approved by our bishop) plus the PMA Program Director. The PMA Administrator is an ex-officio member. The majority of the members will be certified PMAs with ordained pastors comprising the balance. A balance of women and men and geographic representation is desired.

The PMA Student serving on the Steering Committee serves a one-year that is renewable as long as she/he is progressing in studies. The PMA Student member has voice in all matters and has vote in all matters except those pertaining to PMA Students (i.e. admission to the program, curriculum, discipline).

ROLE

1. Approve students for the program and recommend students to synod council for certified PMA status.
2. Approve course selections and credits, and the continuing education credits policy.
3. Provide oversight for and administration of the program, including facilitators, mentors, supervisors, PMAs, PMA Students in partnership with the PMA Administrator and synod staff member assigned by the Bishop.
4. With help from the PMA Administrator and assigned synod staff member, plan the annual PMA Convocation.
5. Develop and implement ways to actively and intentionally recruit students for the program, including through displays/presence at synod assembly, theological conference, and other synod events.

RESPONSIBILITIES

1. Attend all meetings. Meetings may be held in person, via conference call, and via video conferencing.
2. Do PMA Steering Committee work between meetings.
3. Attend PMA Convocation.

TERM

Terms are three years, with a maximum of three consecutive complete terms. After three years off of the PMA Steering Committee, one can be a candidate for reappointment.

17 April 2015