

The Executive Council

[en español](#)

[en française](#)

Term of office: 6 years

Number to be elected: 6 lay persons, 2 priests or deacons, 2 bishops

Position description:

The Executive Council is the Board of Directors of the Domestic and Foreign Missionary Society (DFMS) (Title I, Canon 3 (Article II, Constitution of DFMS)). In addition, members carry out the programs and policies adopted by the General Convention and have charge of the coordination, development, and implementation of the ministry and mission of the Church. The Executive Council is required to manage the budget of the Church, to submit to General Convention a budget for the next triennium, and to make annual reports to the Church of receipts and disbursements and a statement of all trust funds and properties. (Title I, Canon 4). The Council does its work within four standing committees: Finance, Governance and Operations, Mission Beyond the Episcopal Church, and Mission Within the Episcopal Church.

Standing Committees and Task Forces of the Council may meet either by teleconference or in person for two or three days excluding additional travel time in the interim between Council's regular meetings (see Canon I.4. Appointments may be made to some Interim Bodies as liaisons). Members are expected to attend all meetings, unless otherwise excused, and to come to all meetings prepared for the work ahead including reading all reports and other materials sent to members in advance of meetings.

Qualities & competencies nominees should have:

All nominees must have a commitment to this ministry and the time to participate fully. Executive Council members need a deep commitment to God's mission in the Church and world, strong faith, openness to new ideas, flexibility, the ability to communicate in small and large groups, the capacity to engage with staff members from the Episcopal Church Center, and a broad perspective of the Church on a local and global scale.

Nominees should have a broad, compassionate understanding of the needs of The Episcopal Church, and a strong commitment to the Church's mission and ministry. We seek and strive for diverse voices and skills appropriate to our mission.

Specific skills and gifts are desired in the areas of: 1) evangelism, racial reconciliation, or stewardship of creation; 2) understanding of the workings of the Anglican Communion and The Episcopal Church; 3) finances and budget management; 4) organizational development; 5) the fiscal and fiduciary duties of corporate directors; 6) proven advocacy skills; 7) good communication abilities, as well as abilities in the planning, implementation, and completion of assignments; 8) legal, employment, and HR; 9) grassroots, congregational, and diocesan leadership; 10) additional representation from Provinces 6, 7, and 8, as well as dioceses outside of the USA; 11) representation from African, Asian, Indigenous, and Non-English-speaking / Bilingual communities; 12) expertise in canon law.

The fiscal and fiduciary duties of directors consist of 1) the duty of loyalty and 2) the duty of care. The duty of loyalty means you will always act only in the best interests of the Church and will avoid conflicts of interest. The duty of care stands for the principle that directors and officers of a corporation must act in the same manner as a reasonably prudent person in their position would, in the conduct of their own

affairs.

Council is committed to ongoing board leadership development. It is helpful to have familiarity with conference-call technology such as Zoom. It is vital that applicants have computer literacy and internet access. Training for communication technology is provided.

Duties of this office:

Number of meetings per year:	Three (February, June, and October)
Usual location of meetings:	Varies
Usual Length of meetings:	3 or 4 days
How much more time is required?	Additional meetings as necessary/as determined by each subcommittee (usually via teleconference)
Do members serve on committees?	Yes
Are meeting Expenses paid?	Paid
Are travel advances available?	Yes, per DFMS guidelines
Attendance Expectation:	All meetings, unless excused
Background checks are required	

Other information:

Bishop Nominees to the Executive Council

There are two (2) available positions, for six-year terms. The House of Bishops elects these members; the House of Deputies confirms the election.

Lay Person Nominees to the Executive Council

There are six (6) available positions for six-year terms. The House of Deputies elects these members; the House of Bishops confirms the election.

Clergy Nominees to the Executive Council

There are two (2) available positions, for six-year terms. The House of Deputies elects these members; the House of Bishops confirms the election.

Province Nominees to the Executive Council

Provinces elect one lay and one clergy representative to Executive Council. These elections take place at the Provincial Synod preceding General Convention. The elections alternate so as to create staggered six-year terms. Provinces are urged to consider this Executive Council Job Description when making nominations for representative members to Executive Council.