

Job Description for Delegates (and Alternates) to the Diocesan Convention

Delegates:

- 1 attend convention, speak and vote.
- 2 attend regional ministry and pre-convention meetings.
- 3 are encouraged to meet together with other delegates from their congregation prior to convention to determine voting strategies and the congregation's position on issues.
- 4 provide a major link between the congregation, the region and the diocese-at-large.
- 5 participate in regional activities and programs – supporting the work of the larger church through the regions.
- 6 provide input on the diocesan budget and budget priorities through discussions at regional ministry and pre-convention meetings.
- 7 should report back to the congregation after the convention.
(This includes a responsibility to bring back any charge from the convention to the congregation and to interpret actions of the convention for the congregation.)
- 8 vote at convention on behalf of the parish or mission on resolutions that may affect the governance of the diocese and/or the congregation.
- 9 elect members of the diocesan governing bodies & deputies to General Convention.
- 10 must be knowledgeable about the issues and cognizant of any potential impacts.
- 11 are encouraged to be advocates within the diocese for “heartfelt” local issues.
- 12 need to work actively to gain input from their congregation and vestry/bishop's committee prior to convention.
- 13 are asked to work with the regional leadership to host Diocesan Council meetings in regions.
- 14 are asked to work with the regional leadership to improve the connection between local congregations and to host/support/publicize workshops available for presentation at the regional/local level.
- 15 are encouraged to read their local newsletter, as well as the *Episcopal Voice*, and the *FYI* publication (available online at www.ecww.org).
- 16 are asked to keep the convention office advised of current email address.

Alternates:

All of the above also pertains to alternates, with the exception of speaking and voting at the convention. Alternates should be ready to step in as a delegate at any time. For this reason it is also a good idea, particularly for new alternates, to attend the diocesan convention as an observer.

The Mechanics:

- An email list will be developed as election reports are received from congregations.
- You will receive all convention and regional ministry information via email (unless you specifically request hardcopies or do not have an email address).
- Material from the convention office will be divided into **six sections** as follows.
 - A General information
 - B Election/nomination information
 - C Budget/financial information
 - D Information on Resolutions
 - E Reports requiring action
 - F Reports not requiring action
- Plan to **attend Regional Ministry** meetings in your area – winter, spring and fall.
- **Read** materials prior to arriving at the Regional Meetings, Pre-Convention Gatherings and Convention; help conserve by **printing** only information needed for action at convention.
- If you are missing information, or looking for updates and additional information, check out the diocesan web site at: **www.ecww.org**.