

PROCEDURE 17: ELECTION AND APPOINTMENT OF THE GENERAL SECRETARY OF THE CHURCH

This position will not be applied for. It is a call to ministry initiated by colleagues and members of the church who see and sense particular gifts in an individual and then suggest his/her name to be considered for this Office. The process of appointing a minister to this Office shall be considered prayerfully, and shall involve the following steps:

17.1 A General Secretary is appraised annually, by a panel appointed by the Executive Committee, to determine the satisfactory fulfilment of the tasks of the post. In the third year of the first term of office of the General Secretary, the Executive Committee decides, based on the performance of the incumbent to either renew or not renew the term.

17.2 When a General Secretary's term expires or is not renewed, a vacancy is declared by the Executive Committee 12 months prior to the Assembly.

17.3 The Executive Committee appoints a search committee, which oversees the process leading to the election of the General Secretary. The search committee consists of the President-elect, as convener of the committee, and one representative from each Synod.

17.4 The Chairperson of the Search Committee calls for nominations from the Synods. Any nomination must receive support from the respective Regional Council, in order to go before a Synod Conference or a Synodical Committee. Only name that has the support of a Synod Conference or Synodical Committee can be qualified to be considered for the position.

17.5 The Search Committee compiles a shortlist of candidates, and invites such candidate for an interview. The interview takes place at least three months before the Assembly where the election would take place.

17.6 The Search Committee, using the consensus model, draws up a ranked slate of candidates for presentation to the Executive Committee.

17.7 The most recent Past-President present at Assembly, acts as electoral officer for the election of the General Secretary.

17.8 The Executive Committee then present the first name on the slate to Assembly, which votes on it. The successful candidate must receive a two-thirds approval in order to be confirmed as the General Secretary.

17.9 In the event that a two-thirds majority is not attained, the Executive Committee brings the next name on the slate to the Assembly.

17.10 The General Secretary designate shall then be presented to the Assembly, and then at an appropriate moment he/she would be inducted to the office.