

Position Description – Synod Networker
Synod of the Northeast
May 2014

Purpose: *The Networker will work with individuals, churches, and/or presbyteries committed to gathering and working together with a common purpose that embodies the overall mission of the Synod. S/he will serve as a liaison between the Council and potential and existing networks within a designated region of the Synod.*

Responsibilities:

- Connect individuals, churches, and/or presbyteries sharing a common passion; encourage and promote the development of Synod networks.
- Become a storyteller, sharing stories of hope, innovation and growth throughout the Synod, and helping Presbyterians weave their stories together.
- Facilitate and guide the application process for new networks and the re-application process for existing networks.
- Work with network liaisons to communicate network information on the Synod website and share news about gatherings, resources and faithful practices throughout the Synod community.
- Monitor how Synod network funds are being used.
- Make regular reports to the Council Networks Working Group about new network applications and the status/accomplishments of existing networks.
- With other Networkers and network liaisons, develop plans for biennial “Big Tent” network gatherings.
- Carry out other tasks as assigned by the Synod Leader

Qualifications/Skills:

- Experience identifying and facilitating potential networks.
- Ability to serve as the Synod’s regional communication “hub,” remembering and sharing stories
- Willingness to be “on the move” throughout assigned region
- Experience working with volunteers in organizations
- Working knowledge of PC(USA) structure; ministry minded
- Excellent written and verbal communication skills
- Cultural competency
- Spanish and/or Korean language a plus
- Commitment to work collaboratively and collegially with individuals, churches, and/or presbyteries, as well as Synod staff
- Strong organizational skills and attention to details
- Ability to multi-task and prioritize work with minimum supervision.
- Proficiency with technology necessary for networking.
- Willing to live within the bounds of the Synod of the Northeast.

Personal characteristics:

- Maturity and vital faith
- Curiosity
- High energy
- Self-assurance and awareness
- Sociability
- Creativity
- Pioneering mentality

Term:

This is a full-time exempt position with a 3-year contract.

Accountability:

The Networker will be accountable to the Synod Council through the Networks Working Group and the Personnel Committee. Direct supervision will be provided by the Synod Leader.

Submit Resumes to:

Paula Terrell, Synod Administrator

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