

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 online resources and pre-convention meetings.
7. 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 to 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 encouraged to stay connected by reading their local newsletter, as well as signing up to receive the *Across the Diocese* weekly newsletter (as well as other diocesan newsletters) through the link on the diocesan website.
14. 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.
- Material from the convention office will be divided into five sections as follows.
 - A General information
 - B Election/nomination information
 - C Budget/financial information
 - D Information on Resolutions
 - E Reports requiring action
- Plan to attend Regional Ministry meetings in your area.
- 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 [convention page](#) on diocesan website.